

**VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
REGULAR MEETING AGENDA**

2 Lincoln Street  
Essex Junction, VT 05452  
Tuesday, March 10, 2020  
6:30 PM

E-mail: [manager@essexjunction.org](mailto:manager@essexjunction.org)

[www.essexjunction.org](http://www.essexjunction.org)

Phone: (802) 878-6951


1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
  - a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
  - a. \*Interview for Bike/Walk Advisory Committee: Patrick LaClair
  - b. Discuss Village Hall staffing—Evan Teich
  - c. Discussion on what to cover under Article 4 (Other Business) at Village Annual Meeting
  - d. Discuss results of Town Meeting proposed charter change for six-member Selectboard
  - e. Update from Governance Subcommittee
  - f. \*\*Update on status of public union contract negotiations—Evan Teich
6. **CONSENT ITEMS**
  - a. Adopt Local Emergency Management Plan
  - b. Approve Annual Financial Plan for Town Highways (TA-60)
  - c. Approve Certification of Compliance for Town Road and Bridge Standards and Network Inventory
  - d. Approve minutes: February 25, 2020
  - e. Check Warrant #17188—02/28/2020; #17189—03/06/2020
7. **READING FILE**
  - a. Board Member Comments
  - b. Memo from James Jutras re: Details on Farm soil and Groundwater sampling for PFAS
  - c. Email from Andrew Brown re: S.54
  - d. Email from Elaine Haney re: Please support H.744 and support the PEG Study Bill
  - e. Chittenden County Community Outreach – 2019 report
  - f. Memo from Robin Pierce re: Village Center Development
  - g. Spring Selectboard Institute and Transparency Essentials trainings
  - h. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
  - a. \*An executive session may be necessary for appointment of a public official
  - b. \*\*An executive session is anticipated for contracts and labor relations agreements with employees
9. **ADJOURN**

*This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-6951.*

Certification: 03/06/2020  
Date Posted

*J Mitchell*  
Initials

# Memorandum

**To:** Village Trustees  
**From:** Tammy Getchell, Assistant to the Manager   
**Re:** Appointment of volunteer to the Bike/Walk Advisory Committee  
**Date:** March 6, 2020

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## Issue

The issue is whether the Trustees will fill one vacant seat on the Bike/Walk Advisory Committee.

## Discussion

Two residents have stepped forward for consideration to join the Bike/Walk Advisory Committee. Seth Cronin was interviewed during the regular Trustees meeting on February 25<sup>th</sup>. Patrick LaClair will be interviewed during the regular meeting on March 10<sup>th</sup>. The volunteers are prepared to interview with the Trustees and expect a notification of decision at a later date after both interviews have taken place.

For reference, the following seat is vacant on the Bike/Walk Advisory Committee.

<b>Committee/Board</b>	<b>Open seats</b>	<b>Term(s) ending</b>	<b>Status</b>
Bike/Walk Advisory Committee	1	June 30, 2022	Advertised since 12/26/18

The appointment of public officials can be a protected discussion during the interview, provided that the Trustees make a final decision to appoint a public official in an open meeting and shall explain the reasons for its final decision during the open meeting.

## Cost

None.

## Recommendation

It is recommended that the Trustees interview Patrick LaClair on March 10<sup>th</sup> for the Bike/Walk Advisory vacant seat. For review, I have provided the link to view the CCTV coverage of the meeting on February 25<sup>th</sup>. The interview with Mr. Cronin begins at 1:22 minutes into the video. LINK: <https://www.cctv.org/watch-tv/programs/essex-junction-trustees-223#>.

If the Trustees wish to enter executive session, the following motion is recommended:

“I move that the Trustees enter into executive session to discuss the proposed public official appointment(s) in accordance with 1 V.S.A. Section 313(a)(3) and to include the Unified Manager, the Assistant Manager and the candidate.”

**Sent:** Friday, February 14, 2020

Hi Tammy,

I'm interested in the Bike/Walk Advisory Committee. I live in the Village, and am an avid walker and biker around town. I am interested in contributing my perspective and insights to conversations about how to sustain and improve the walking and biking situation around the Village. In particular, I would say that I have an interest in issues of pedestrian visibility and safety. Please consider this my letter of interest!

Thank you,  
Pat LaClair

## Memorandum

**To:** Trustees; Evan Teich, Unified Manager  
**From:** Greg Duggan, Deputy Manager; Tammy Getchell, Assistant to the Manager; Sarah Macy, Assistant Manager/Finance Director; Susan McNamara-Hill, Clerk  
**Re:** Coverage at Village Offices  
**Date:** March 5, 2020

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### Issue

The issue is providing the Trustees with information about the costs of providing full municipal service coverage at the Village Offices at 2 Lincoln St.

### Discussion

During the course of consolidating certain Village and Town municipal departments in the past several years, the availability of services at the Village Offices has changed. The Trustees have asked staff what it would take to provide full municipal coverage at the Village Offices.

As a starting point for the discussion, it is important to define “full municipal service coverage” and consider current service levels.

#### Full municipal service coverage

Staff is defining full municipal service coverage as all functions that were available at the Village Offices prior to consolidation: Manager’s Office, Finance, Clerk (note that some Clerk functions have always been offered only at the Town Offices – dog licenses, land records, marriage licenses, birth and death certificates, and title searches, for example), Community Development.

#### Current service and staffing

Regular staffing includes 3 to 6 employees at the Village Offices at any given time, though this number is frequently fewer when employees have off-site meetings, are on vacation, are sick, etc. For safety and security reasons, staff makes a point to have at least two employees at the Village Offices at any given time. An employee may temporarily close the Village offices when working alone.

- Manager’s Office/Communications (2 full-time staff\*, 1 rotating staff between Manager, Deputy Manager, HR Director)

*\*The Manager’s Office staffing has been limited to 1 full-time staff (Assistant to the Manager/Communications) in recent months due to a vacancy following personnel turnover. A full-time Administrative Assistant is expected to be hired within the next several weeks to bring staffing levels to 2 full-time employees.*

- Finance (no staff)

- Clerk (no staff; drop box available for residents to drop off payments in check or cash if they do not require a receipt)

- Community Development (2 staff)

- Project Manager (1 part-time staff)

Bringing current service and staffing levels to full coverage would require at least two staff members: a Finance employee and an Assistant Clerk type of position. If the Finance employee would be asked to fill in for the Clerk function, it should be a high-level employee – an Assistant Finance Director type of position – to mitigate the risk in violating “segregation of duties” controls for coverage purposes.

“Full” Finance service at the Village Offices would require someone to answer tax billing questions and authorize payment plans (currently the Assistant Finance Director), utility billing questions and payment plans (currently the Accountant), Village payroll (also the Accountant), and Account Payable (currently the Accounts Payable and Utilities Clerk).

The Finance and Clerk positions exist at the Town Offices at 81 Main St., but bringing them to the Village Offices would separate them from the rest of their department, creating problems of coverage and departmental continuity at Town Offices.

Alternatively, new staff members could be hired to provide coverage at the Village Offices. An Assistant Finance Director would command a salary of approximately \$70,000, with two-person benefits bringing the total cost to \$106,110. An Assistant Clerk would command a salary of approximately \$35,000, with two-person benefits bringing the cost to \$64,621. In addition to the costs, the positions would carry the management and organizational challenges of maintaining direction and communication across two departmental locations.

Other options for providing service at the Village Offices include the following, all of which would require more discussion:

- **Make no changes.** Coverage may be tight when existing staff is on vacation, out sick, during period of turnover, etc. For Clerk functions, customers can continue to drop off payments or go to 81 Main St. for more complete service. Community Development functions would continue as normal, and when the Community Development Director and Assistant Zoning Administrator are out of the office, other staff can help customers by finding files, providing application forms, etc.
- **Provide minimal clerk functions with current staffing levels.** Staffing levels would remain the same, with existing staff being able to provide receipts, answer questions about billing, etc. This option is not recommended. When existing staff needs to provide these services, they are pulled away from other tasks (communications, meeting preparation, Community Development services, etc.). Furthermore, when non-Finance and non-Clerk staff answer questions or provide information about those services, they are less familiar with the functions and have a greater chance of providing incorrect information.

The NEMRC records system also poses challenges. NEMRC can be a slow program in general; because it is housed at 81 Main St., network connections to the Village Offices can make it particularly time-consuming to look up and provide information to customers. Past experience with using the Town’s NEMRC system while at the Village Offices also proved problematic in that Clerk staff had to make sure they entered receipts using a different batch number (not something that can be assigned to a specific location) and finished up their final total before the clerks at 81 Main Street cashed out. This can be difficult when people are bringing in payments right up to closing time.

- **Rearrange municipal services amongst the Village and Town offices (and other municipal locations).** This option would require a large discussion between the Trustees, Selectboard, and staff about the best way to provide municipal services to residents and employees of both municipalities.

**Cost**

Hiring an Assistant Finance Director to staff the Village Offices would cost approximately \$106,110.  
Hiring an Assistant Clerk to staff the Village Offices would cost approximately \$64,621.

**Recommendation**

This memorandum is primarily for discussion purposes, though staff does not recommend hiring additional staff.

**Memorandum****To:** Trustees; Evan Teich, Unified Manager**CC:** Travis Sabatano, HR Director**From:** Greg Duggan, Deputy Manager**Re:** Executive Session for Contracts/ Labor Relations Agreements with Employees**Date:** March 5, 2020

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**Issue**

The issue is whether the Trustees will enter into executive session to discuss contracts and labor relations agreements with employees.

**Discussion**

In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary because the premature disclosure of the information may put the Village at a substantial disadvantage.

**Cost**

N/A

**Recommendation**

If the Trustees wish to enter executive session, the following motions are recommended:

*Motion #1*

“I move that the Trustees make the specific finding that premature general public knowledge of the Village’s position concerning ongoing contract negotiations and labor relations agreements with employees would place the Village at a substantial disadvantage.”

*Motion #2*

“I move that the Trustees enter into executive session to discuss contracts and labor relations agreements with employees pursuant to 1 V.S.A. § 313(a)(1)(A) and 1 V.S.A. § 313(a)(1)(B), to include the Unified Manager and HR Director.”

**ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS**  
**19 V.S.A. § 306(j)**

TA-60

Village of **Essex Junction** Fiscal Year **2021** Begin **07/01/20** End **06/30/21**

**INCOME**

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1   5.013	\$ 57,918.59
Class 2   2.006	\$ 8,503.15
Class 3   28.008	\$ 44,097.21
Town Tax Funds – 19 V.S.A. Section 307	\$ 1,154,292.05
Special Funds (e.g., bonds or earmarks):	
a. Capital Reserve	\$ 541,025.00
b.	\$
c.	\$
<b>TOTAL</b>	<b>\$ 1,805,836.00</b>

**EXPENSES**

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ 294,008.00
Non-Winter Maintenance	\$ 970,803.00
Major Construction Projects	
a. <b>Lamoille St. Paving</b>	\$ 541,025.00
b.	\$
c.	\$
<b>TOTAL</b>	<b>\$ 1,805,836.00</b>

**Comments:**

This form shall be signed by the appropriate town officials and forwarded to the District Transportation Administrator.



**ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS**

**TA-60**

**19 V.S.A. § 306(j)**  
**(page 2)**

We, the Legislative Body of the Municipality of **Essex Junction** \_\_\_\_\_ certify that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00** per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

\_\_\_\_\_ Date: March 10, 2020

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

Date: \_\_\_\_\_

\_\_\_\_\_  
District Transportation Administrator

**Certification of Compliance  
for  
Town Road and Bridge Standards  
and  
Network Inventory**

We, the Legislative Body of the Municipality of Essex Junction certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on August 13, 2019.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

Date: March 10, 2020

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Duly Authorized Administrator)

For a summary of your community's road and bridge information please visit: [tinyurl.com/rdsinfo](http://tinyurl.com/rdsinfo)

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
February 25, 2020**

**TRUSTEES PRESENT:** Andrew Brown; George Tyler; Raj Chawla; Amber Thibeault; Dan Kerin

**ADMINISTRATION and STAFF:** Evan Teich, Unified Manager

**OTHERS PRESENT:** Seth Cronin; Joe Duncan; Elaine Haney; Aaron Martin; Nathan Pion; John Sheppard; Ramona Sheppard; Ken Signorello; Irene Wrenner

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

Mr. Brown called the meeting to order at 6:30 p.m. and led the assemblage in the Pledge of Allegiance.

2. **AGENDA ADDITIONS/ CHANGES**

There were no additions or changes to the agenda.

3. **APPROVE AGENDA**

With no changes to the agenda, approval was not required.

4. **PUBLIC TO BE HEARD**

a. **Comments from public on items not on the agenda.**

There were no comments from the public at this time.

5. **BUSINESS ITEMS**

a. **\*Interview for Bike/Walk Advisory Committee: Seth Cronin**

Mr. Cronin discussed his interest in serving on the Bike/Walk Advisory Committee. He explained that he and his wife live in Essex Junction and both bike and walk to work. He said he is also interested in alternate modes of transportation. Mr. Tyler asked Mr. Cronin about his bike commute to work in Williston and how he navigates it. Mr. Chawla asked Mr. Cronin to talk about his impression of the bike and walk opportunities in Essex. Mr. Cronin said he enjoys the bike path near the outlets and shared a concern about the visibility of pedestrians waiting to cross the road at the crosswalk near Railroad Ave and Main street. Mr. Kerin asked Mr. Cronin how the walk and ride opportunities in Essex compare to other places he has lived. Mr. Cronin said he appreciates that drivers and pedestrians seem to respect each other, pointing out that this is unique. He said Essex is far ahead of other places he has lived. Mr. Brown explained that the Trustees plan to interview another candidate interested in the committee seat on March 10, 2020 and will be in touch with Mr. Cronin of their decision thereafter.

b. **\*Interview and appointment for CCTV Representative: RaMona Sheppard**

Ms. Sheppard said that her role as CFO MVP of Administration at VPR is in sync with the Channel 17 representative position. She noted that she thinks her budgeting skills could be helpful and that, although she said she had a lot to learn, she thinks the position sounds exciting. Mr. Tyler thanked Ms. Sheppard for connecting with this position. Mr. Brown explained that Ms. Sheppard also was interviewed and appointed to the position by the Town of Essex Selectboard. Ms. Haney suggested language for the Trustees to use in their motion.

**ANDREW BROWN made a motion, and GEORGE TYLER seconded, that the Trustees appoint RaMona Sheppard to the Channel 17 and Town meeting Television board.**

Ms. Sheppard requested that the Trustees provide guidance to her about when to communicate about the Channel 17 board's activities.

**VOTING: 5-0; motion carried.**

c. **Presentation on Champlain Water District bond vote and fiscal year 2020-2021 budget**

Mr. Duncan provided a brief overview of the Champlain Water District (CWD)'s Fy20-21 operating budget and Capital Improvement Budget for Wholesale and Retail Departments, which were proposed and approved by the CWD Commissioners. He said the wholesale water rate is set at \$2.313/1000 gallons, which is an 8.3 cent increase per 1000 gallons, and the average family will see an increase of 43 cents/month. He invited Essex residents to attend the CWD's annual meeting at 7 PM on Tuesday April 1 if they have questions. Mr. Duncan told Mr. Tyler that, compared to other water districts in the region, the rate is typical, but it is low for the nation. He talked about the approach the CWD takes is to reinvest in infrastructure.

Mr. Duncan then explained the CWD Bond Vote of \$3.5 million. He said the bond would be for two projects: one to create a tank loop that addresses water quality issues and provides a secondary feed/draw line for the Colchester South Tanks; the second project would improve operational efficiencies within the overall transmission system by providing a redundant feed to high service areas. Mr. Duncan discussed how this Bond calculates into the overall CWD water plan, with other debt being dropped to ensure it does not impact taxpayers.

Mr. Brown asked about power activated carbon maintenance, and Mr. Duncan explained preparation strategies for if water is ever, in the future, impacted by contaminants. Mr. Chawla and Mr. Kerin talked about the fact that some people who are not connected to water will also be able to vote on the bond. They compared this to residents with no children in the school who still have the right to vote on the school budget. Mr. Duncan and Mr. Kerin discussed the CWD's strategy to grow within the system versus extending service.

d. **Approve Annual Meeting Warning**

Mr. Brown introduced the annual meeting warning for April 1, 2020.

**GEORGE TYLER made a motion, and DAN KERIN seconded, that the Trustees approve Village of Essex Junction Annual Meeting warning as presented. VOTING: 5-0; motion carried.**

6. **CONSENT ITEMS**

**DAN KERIN made a motion, and AMBER THIBEAULT seconded, that the Trustees approve the Consent agenda:**

- a. Approve minutes: : February 11, 2020
- b. Check Warrant #17186—02/14/2020; #17698—02/21/2020

**VOTING: 5-0; motion carried.**

**READING FILE**

- a. Board Member Comments
  - Mr. Tyler asked if the Trustees had any update on the status of the Cannabis Legislation, which would allow Vermont communities to opt-in or opt-out of allowing the sale of cannabis. Mr. Brown said this will be on a joint meeting of the Trustees and Selectboard. Mr. Chawla asserted that the Trustees should also have a discussion separately to talk about what this legislation may mean for the concentrated area of Essex Junction.
- b. Letter from Mary Jo Engel re: Resignation from Tree Advisory Committee
- c. Email from Charles Baker re: I-89 Study initial public meetings
- d. Email from Elaine Haney re: Municipal share of cannabis sales taxation
- e. Brownell Library Strategic Plan: July 2020 - June 2025
  - Mr. Brown complimented the Brownell Library's Strategic Plan as interesting and well done.
- f. Memo from Dennis Lutz re: Town and Village Staff Meeting with Essex-Westford School District Transportation Director

- g. ICMA Vermont Women Leading Government
- h. Brownell Library Staff and Directors Report December 2019 and January 2020
- i. Upcoming meeting schedule

7. **EXECUTIVE SESSION**

- a. **\*An executive may be necessary for the appointment of a public official**  
An executive session was not required.

**ADJOURN**

**DAN KERIN made a motion, and RAJ CHAWLA seconded, that the Trustees adjourn the meeting. VOTING: 5-0; motion carried at 7:14 PM**

Respectfully Submitted,  
Cathy Ainsworth

02/28/20  
01:04 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17188 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 02/28/20 To 02/28/20 & Fund 2

Page 1 of 8  
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	02/17/20	ABOVE AND BEYOND CLEANING SERVICE 2/2 TO 2 4660	210-41943.020 Contractual Svc - 2 Linco	600.00	27518	02/28/20
14400	02/17/20	ABOVE AND BEYOND CLEANING SERVICE 2/2 TO 2 4660	210-41943.021 Contractual Svcs - Browne	2212.75	27518	02/28/20
05290	02/16/20	ADVANCE AUTO PARTS Def Tester 552004756306	210-43110.610 SUPPLIES	28.00	27520	02/28/20
05290	02/17/20	ADVANCE AUTO PARTS St supplies 552004829740	210-43110.610 SUPPLIES	49.18	27520	02/28/20
05290	02/17/20	ADVANCE AUTO PARTS oil 552004829745	210-43110.626 Vehicle Fuels	48.75	27520	02/28/20
05290	02/17/20	ADVANCE AUTO PARTS WACKER maintenance 552004831699	210-43110.432 R&M Services - Vehicles	81.59	27520	02/28/20
05290	02/17/20	ADVANCE AUTO PARTS TRACKLESS REPAIRS 552004856336	210-43110.432 R&M Services - Vehicles	40.55	27520	02/28/20
05290	02/18/20	ADVANCE AUTO PARTS def tester 552004931726	210-43110.610 SUPPLIES	-28.00	27520	02/28/20
05290	02/19/20	ADVANCE AUTO PARTS St supplies 552005031757	210-43110.610 SUPPLIES	27.54	27520	02/28/20
05290	02/20/20	ADVANCE AUTO PARTS st supplies 552005156411	210-43110.610 SUPPLIES	17.44	27520	02/28/20
05290	02/21/20	ADVANCE AUTO PARTS supplies 552005256427	210-43110.610 SUPPLIES	99.84	27520	02/28/20
07155	02/10/20	AMERICAN ROCK SALT CO LLC Bulk Ice Control Salt 0635605	210-43125.610 WINTER MAINTENANCE	1756.44	27526	02/28/20
07155	02/11/20	AMERICAN ROCK SALT CO LLC Bulk Ice Control Salt 0636091	210-43125.610 WINTER MAINTENANCE	1802.36	27526	02/28/20
03000	02/07/20	CARGILL SALT EASTERN INC salt deicer 2905254392	210-43125.610 WINTER MAINTENANCE	4210.75	27533	02/28/20
03000	02/10/20	CARGILL SALT EASTERN INC salt deicer 2905257585	210-43125.610 WINTER MAINTENANCE	1763.11	27533	02/28/20
21120	02/15/20	CHAMPLAIN MEDICAL URGENT Post Offer Physical 00037167-00	210-42220.566 PHYSICAL EXAMS	340.00	27535	02/28/20
23455	02/18/20	CHITTENDEN SOLID WASTE DI used oil 111001489	210-43110.626 Vehicle Fuels	20.00	27537	02/28/20
21210	02/20/20	CINTAS LOC # 68M 71 M supplies 4043235697	210-43110.610 SUPPLIES	60.87	27538	02/28/20
17895	01/31/20	CLEAN NEST MSP Cleaning 8726	210-41943.026 Contractual Svcs - Maple	2275.00	27540	02/28/20
25120	02/06/20	CLICKTIME.COM EJRP Online Timesheets 307315	210-45110.330 OTHER PROFESSIONAL SVCS	504.00	27541	02/28/20
04940	02/12/20	COMCAST TV Internet 0091811 02/1	210-43125.610 WINTER MAINTENANCE	32.58	27542	02/28/20
04940	02/12/20	COMCAST TV Internet 0091811 02/1	210-43110.610 SUPPLIES	176.04	27542	02/28/20
04940	01/23/20	COMCAST MSP Internet 0176315 120	210-41945.026 Telephone - Maple St Park	571.45	27543	02/28/20
04940	01/23/20	COMCAST Park St Internet 0210908 120	210-41945.023 Telephone - Park St Sch	257.80	27544	02/28/20
17025	02/23/20	COONRADT AMY Planning Commission Minut #0032	210-41970.530 COMMUNICATIONS	178.50	27545	02/28/20

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
38280	02/04/20	CRYSTAL ROCK BOTTLED WATE	Water	210-45110.610	67.50	27546	02/28/20
			17752734 220	SUPPLIES			
38280	02/04/20	CRYSTAL ROCK BOTTLED WATE	Maint Cooler Rental	210-45220.610	16.00	27547	02/28/20
			17771391 220	SUPPLIES			
31275	02/12/20	DON WESTON EXCAVATING INC	St Winter maintenance	210-43110.432	9765.00	27549	02/28/20
			21922	R&M Services - Vehicles			
25715	02/14/20	DONALD L. HAMLIN CONSULT	69 Main Street Engineerin	210-41970.330	418.00	27550	02/28/20
			02142020810	OTHER PROFESSIONAL SVCS			
25715	02/14/20	DONALD L. HAMLIN CONSULT	69 Main Street Engineerin	210-43110.330	201.75	27550	02/28/20
			02142020810	Professional Services			
23215	02/19/20	ESSEX EQUIPMENT INC	Hitch pins	210-43110.432	8.28	27553	02/28/20
			10740517-000	R&M Services - Vehicles			
05020	01/31/20	ESSEX JCT VILLAGE OF	Park St Water/Sewer	210-41941.023	146.60	27554	02/28/20
			013120DA	W/S - Park St School			
05020	01/31/20	ESSEX JCT VILLAGE OF	Cascade Pk Water/Sewer	210-41941.026	26.86	27554	02/28/20
			013120DB	W/S - Maple St Park			
05020	01/31/20	ESSEX JCT VILLAGE OF	MS Pool Water/Sewer	210-41941.026	590.92	27554	02/28/20
			013120DC	W/S - Maple St Park			
05020	01/31/20	ESSEX JCT VILLAGE OF	MSP Bldg Water/Sewer	210-41941.026	370.37	27554	02/28/20
			013120DE	W/S - Maple St Park			
05020	01/31/20	ESSEX JCT VILLAGE OF	MSP Aspire Maint Bldg W	210-41941.026	26.86	27554	02/28/20
			013120DF	W/S - Maple St Park			
05020	01/31/20	ESSEX JCT VILLAGE OF	WATER BILL LINCOLN HALL S	210-41941.020	48.35	27554	02/28/20
			102900902 B	W/S - 2 Lincoln St			
31875	02/10/20	ESSEX TOWN WATER DEPT	MSP Town Water/Sewer aspi	210-41941.026	41.32	27555	02/28/20
			021020D	W/S - Maple St Park			
25390	02/19/20	FIRST NATIONAL BANK OMAHA	EJRP Credit Card February	210-45110.550	19.91	27559	02/28/20
			4955 220	PRINTING & ADVERTISING			
25390	02/19/20	FIRST NATIONAL BANK OMAHA	EJRP Credit Card February	210-45110.340	180.00	27559	02/28/20
			4955 220	COMPUTER EXPENSES			
25390	02/19/20	FIRST NATIONAL BANK OMAHA	EJRP Credit Card February	210-45110.340	160.00	27559	02/28/20
			4955 220	COMPUTER EXPENSES			
25390	02/19/20	FIRST NATIONAL BANK OMAHA	EJRP Credit Card February	210-45110.550	32.00	27559	02/28/20
			4955 220	PRINTING & ADVERTISING			
25390	02/19/20	FIRST NATIONAL BANK OMAHA	EJRP Credit Card February	210-45220.500	252.83	27559	02/28/20
			4955 220	TRAINING, CONF, DUES			
21845	02/18/20	FIRST NATIONAL BANK OMAHA	Blueray	210-45551.610	179.99	27560	02/28/20
			BestBuy	SUPPLIES			
07010	02/07/20	GREEN MOUNTAIN POWER CORP	Solar Accounts	210-41947.020	576.93	27569	02/28/20
			02/07/2020 D	Electricity - 2 Lincoln S			
07010	02/07/20	GREEN MOUNTAIN POWER CORP	Solar Accounts	210-41947.022	576.93	27569	02/28/20
			02/07/2020 D	Electricity - Fire Statio			
07010	02/07/20	GREEN MOUNTAIN POWER CORP	Solar Accounts	210-43110.622	286.30	27569	02/28/20
			02/07/2020 D	ELECTRICAL SERVICE			
07010	02/07/20	GREEN MOUNTAIN POWER CORP	Solar Accounts	210-41947.021	968.72	27569	02/28/20
			02/07/2020 D	Electricity - Brownell			
07010	02/07/20	GREEN MOUNTAIN POWER CORP	Solar Accounts	210-43115.622	396.48	27569	02/28/20
			02/07/2020 D	Electricity - St/Traffic			
07010	02/07/20	GREEN MOUNTAIN POWER CORP	Solar Accounts	210-41947.023	262.75	27569	02/28/20
			02/07/2020 D	Electricity - Park St Sch			

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Town of Essex / Village of EJ Accounts Payable  
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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
07010	02/11/20	GREEN MOUNTAIN POWER CORP Jan 10 to Feb 11 Non Sola	210-43115.622	10510.72	27570	02/28/20
		02062000001D	Electricity - St/Traffic			
07010	02/11/20	GREEN MOUNTAIN POWER CORP Jan 10 to Feb 11 Non Sola	210-43115.622	775.45	27570	02/28/20
		02062000001D	Electricity - St/Traffic			
07010	02/07/20	GREEN MOUNTAIN POWER CORP MSP Power	210-41947.026	195.47	27571	02/28/20
		07223 220	Electricity - Maple St			
07010	02/07/20	GREEN MOUNTAIN POWER CORP MSP Power	210-41947.026	1081.99	27572	02/28/20
		241748 0220	Electricity - Maple St			
37715	02/03/20	INTEGRITY COMMUNICATIONS Voice Mail Repair	210-45110.535	180.00	27576	02/28/20
		37854	TELEPHONE SERVICES			
V10347	02/06/20	J.C. EHRLICH EARTHCARE ODOR REMOVER	210-41942.020	34.00	27578	02/28/20
		5682906	R&M Bldg - 2 Lincoln St			
38340	02/08/20	MINUTEMAN TRUCKS INC LIGHT, ROPEJ122	210-42220.432	1052.82	27589	02/28/20
		1242359	VEHICLE MAINTENANCE			
14585	02/14/20	MUNICIPAL EMERGENCY SERVI SCBA, FEMA Grant	210-42220.889	7366.25	27590	02/28/20
		IN1427500	ROUTINE EQUIPMENT PURCHAS			
14585	02/14/20	MUNICIPAL EMERGENCY SERVI SCBA, FEMA Grant	210-49340.004	139958.75	27590	02/28/20
		IN1427500	FIRE DEPT GRANT EXPENDITU			
06675	02/19/20	NATIONAL BUSINESS TECHNOL Copiers usage 1/18-2/17/2	210-45551.442	2.20	27592	02/28/20
		IN356761	Rental of Equipment			
06675	02/19/20	NATIONAL BUSINESS TECHNOL Copiers usage 1/18-2/17/2	210-45551.442	34.00	27592	02/28/20
		IN356761	Rental of Equipment			
06675	02/19/20	NATIONAL BUSINESS TECHNOL Copiers usage 1/18-2/17/2	210-43110.442	0.71	27592	02/28/20
		IN356761	EQUIPMENT RENTALS			
06675	02/19/20	NATIONAL BUSINESS TECHNOL Copiers usage 1/18-2/17/2	210-41320.442	61.62	27592	02/28/20
		IN356761	LEASED SERVICES			
23465	02/21/20	PITNEY BOWES, INC. LEASE 03/20/20 TO 06/19/2	210-41320.442	239.97	27597	02/28/20
		3310678929	LEASED SERVICES			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-41947.026	592.24	27603	02/28/20
		214	Electricity - Maple St			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-41947.023	62.26	27603	02/28/20
		214	Electricity - Park St Sch			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-41947.021	173.90	27603	02/28/20
		214	Electricity - Brownell			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-41947.022	93.70	27603	02/28/20
		214	Electricity - Fire Statio			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-41947.020	93.70	27603	02/28/20
		214	Electricity - 2 Lincoln S			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-43115.622	180.34	27603	02/28/20
		214	Electricity - St/Traffic			
17505	02/14/20	SAND HILL SOLAR LLC Village Solar	210-43110.622	44.17	27603	02/28/20
		214	ELECTRICAL SERVICE			
23855	02/13/20	SOUTHWORTH-MILTON, INC. 8E5 Repair	210-42220.432	3684.64	27606	02/28/20
		SCINV455414	VEHICLE MAINTENANCE			
23480	02/26/20	ST. JOHNSBURY MEALS ON WH IN MEMORY OF RUTH MARIE L	210-41320.560	16.50	27607	02/28/20
		DONATION	TRUSTEES EXPENDITURES			
V9414	02/10/20	TOP HAT ENTERTAINMENT, IN Block Party 8/1/2020 DEPO	210-14301.000	200.00	27610	02/28/20
		2527 220	PREPAID EXPENSES			
21000	02/26/20	UNIFIRST CORPORATION MAT SERVICE	210-41942.020	53.00	27611	02/28/20
		0361994401	R&M Bldg - 2 Lincoln St			



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11935	02/12/20	plow parts 4496538	210-43110.432 R&M Services - Vehicles	677.43	27613	02/28/20
11935	02/19/20	Rear camera 4496817	210-43110.432 R&M Services - Vehicles	124.12	27613	02/28/20
11935	02/19/20	Blades 4496835	210-43110.610 SUPPLIES	1842.70	27613	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-41320.210 HEALTH INS & OTHER BENEFIT	24.40	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-41510.210 Group Insurance	13.61	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-43110.210 HEALTH INS & OTHER BENEFIT	67.94	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-43151.210 HEALTH INS & OTHER BENEFIT	10.01	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-45551.210 HEALTH INS & OTHER BENEFIT	94.78	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-41970.210 HEALTH INS & OTHER BENEFIT	18.76	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-45110.210 HEALTH INS & OTHER BENEFIT	86.81	27614	02/28/20
21230	02/19/20	Vision Prem Mar 20 Vill 808779642	210-45220.210 HEALTH INS & OTHER BENEFIT	13.61	27614	02/28/20
22080	02/26/20	IN MEMORY OF WILLIAM ADAM DONATION	210-41320.560 TRUSTEES EXPENDITURES	16.50	27616	02/28/20
29825	02/20/20	Service period 01/17/2020 19597	210-43110.623 HEATING/NATURAL GAS	610.25	27617	02/28/20
29825	02/20/20	Service period 01/17/2020 19597	210-41948.021 Natural Gas - Brownell	1157.70	27617	02/28/20
29825	02/20/20	Service period 01/17/2020 19597	210-41948.020 Natural Gas - 2 Lincoln	896.02	27617	02/28/20
29825	02/20/20	Service period 01/17/2020 19597	210-41948.022 Natural Gas - Fire Statio	806.62	27617	02/28/20
29825	02/20/20	Service period 01/17/2020 19597	210-41948.023 Natural Gas - Park St Sch	463.70	27617	02/28/20
30210	02/13/20	Local Govt Day Diane Clem 202021476	210-41970.500 TRAINING,CONF,DUES	58.00	27619	02/28/20
42665	01/10/20	EJRP Amazon January 0432266 120	225-45122.614 PROGRAM EXPENSES	76.77	27525	02/28/20
42665	01/10/20	EJRP Amazon January 0432266 120	225-45122.614 PROGRAM EXPENSES	6.00	27525	02/28/20
42665	01/10/20	EJRP Amazon January 0432266 120	225-45122.614 PROGRAM EXPENSES	31.61	27525	02/28/20
42665	01/10/20	EJRP Amazon January 0432266 120	225-45122.614 PROGRAM EXPENSES	21.70	27525	02/28/20
06675	02/19/20	Copiers usage 1/18-2/17/2 IN356761	225-45122.442 Rental of Equipment	85.27	27592	02/28/20
06490	01/28/20	Park St Fence 012820DA	226-45121.610 SUPPLIES	1134.01	27517	02/28/20
24985	02/05/20	Winter Carnival Performan 020520D	226-45115.330 OTHER PROFESSIONAL SVCS	647.20	27519	02/28/20

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	124.38	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	178.61	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	8.99	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45121.610	10.99	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45115.610	280.50	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	179.01	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	5.99	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	28.99	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	9.00	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	35.66	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	83.63	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45121.610	25.97	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45121.610	16.34	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	158.92	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45115.610	181.94	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	83.98	27525	02/28/20
		0432266 120	SUPPLIES			
42665	AMAZON/SYNCB	01/10/20 EJRP Amazon January	226-45120.610	-90.92	27525	02/28/20
		0432266 120	SUPPLIES			
23430	ARDESH AMIR	02/14/20 Youth Bball Services	226-45115.330	300.00	27527	02/28/20
		021420D	OTHER PROFESSIONAL SVCS			
25955	AT&T MOBILITY	01/23/20 EJRP Cell Phones	226-45120.535	272.65	27528	02/28/20
		23108 0120	Telephone			
05020	ESSEX JCT VILLAGE OF	01/31/20 West St Garden Water/Sewe	226-45115.330	147.73	27554	02/28/20
		013120DD	OTHER PROFESSIONAL SVCS			
25390	FIRST NATIONAL BANK OMAHA	02/19/20 EJRP Credit Card February	226-45110.536	220.00	27559	02/28/20
		4955 220	POSTAGE			
25390	FIRST NATIONAL BANK OMAHA	02/19/20 EJRP Credit Card February	226-45115.610	57.79	27559	02/28/20
		4955 220	SUPPLIES			
25390	FIRST NATIONAL BANK OMAHA	02/19/20 EJRP Credit Card February	226-45120.610	16.97	27559	02/28/20
		4955 220	SUPPLIES			
25390	FIRST NATIONAL BANK OMAHA	02/19/20 EJRP Credit Card February	226-45115.610	189.70	27559	02/28/20
		4955 220	SUPPLIES			
19480	INTERNATIONAL SPY MUSEUM	04/22/20 DC Trip Museum 4/22	226-45115.330	538.00	27577	02/28/20
		042220D	OTHER PROFESSIONAL SVCS			

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06675	NATIONAL BUSINESS TECHNOL	02/19/20	Copiers usage 1/18-2/17/2 IN356761	226-45110.442 Equipment Rentals	335.43	27592	02/28/20
11145	RED BARN FUNDRAISING	02/05/20	DC Trip Fundraising Books 838	226-45115.610 SUPPLIES	1560.00	27599	02/28/20
19290	SMOKEY NEWFIELD PROJECT L	02/13/20	Winter Carnival Music 021320D	226-45115.330 OTHER PROFESSIONAL SVCS	250.00	27605	02/28/20
21230	VISION SERVICE PLAN (CT)	02/19/20	Vision Prem Mar 20 Vill 808779642	226-45120.210 HEALTH INS & OTHER BENEFIT	56.28	27614	02/28/20
21230	VISION SERVICE PLAN (CT)	02/19/20	Vision Prem Mar 20 Vill 808779642	226-45121.210 HEALTH INS & OTHER BENEFIT	67.56	27614	02/28/20
07565	W B MASON CO INC	01/08/20	Program Supplies 206596621	226-45115.610 SUPPLIES	39.89	27621	02/28/20
25715	DONALD L. HAMLIN CONSULT	02/05/20	Densmore Culvert Eng Serv 19-807 02/05	230-46801.022 Densmore Dr, FEMA	3846.83	27550	02/28/20
07010	GREEN MOUNTAIN POWER CORP	02/11/20	Jan 10 to Feb 11 Non Sola 02062000001D	254-43200.622 ELECTRICAL SERVICE	93.87	27570	02/28/20
21230	VISION SERVICE PLAN (CT)	02/19/20	Vision Prem Mar 20 Vill 808779642	254-43200.210 HEALTH INS & OTHER BENEFIT	48.71	27614	02/28/20
29825	VT GAS SYSTEMS	02/20/20	Service period 01/17/2020 19597	254-43200.623 HEATING/NATURAL GAS	452.82	27617	02/28/20
05290	ADVANCE AUTO PARTS	02/21/20	head lamps service truck 455200523184	255-43200.432 VEHICLE MAINTENANCE	20.99	27520	02/28/20
05290	ADVANCE AUTO PARTS	02/19/20	electrical connectors 552005031751	255-43200.432 VEHICLE MAINTENANCE	2.09	27520	02/28/20
06870	ENDYNE INC	02/19/20	Q1 analytical 323856	255-43200.577 CONTRACT LABORATORY SERVI	715.00	27552	02/28/20
V10616	EVOQUA WATER TECH LLC	02/21/20	BIOXIDE 904354401	255-43200.619 CHEMICALS	9753.75	27556	02/28/20
38955	F W WEBB COMPANY	02/07/20	supplies 66288845	255-43330.012 ALKALINITY CNTRL INSTALLA	203.14	27557	02/28/20
38955	F W WEBB COMPANY	02/07/20	Pipe gray PVC 66288944	255-43330.012 ALKALINITY CNTRL INSTALLA	167.40	27557	02/28/20
38955	F W WEBB COMPANY	02/13/20	credit on supplies 66337490	255-43330.012 ALKALINITY CNTRL INSTALLA	-288.70	27557	02/28/20
38955	F W WEBB COMPANY	02/12/20	supplies 66338305	255-43330.012 ALKALINITY CNTRL INSTALLA	1185.76	27557	02/28/20
38955	F W WEBB COMPANY	02/18/20	Valves pipe alkalinity pr 66343811	255-43330.012 ALKALINITY CNTRL INSTALLA	2115.85	27557	02/28/20
38955	F W WEBB COMPANY	02/20/20	supplies alkalinity proje 66453284	255-43330.012 ALKALINITY CNTRL INSTALLA	53.23	27557	02/28/20
21740	FIRST NATIONAL BANK OMAHA	02/19/20	Visa Bill WWTF 02/19/2020 D	255-43200.500 TRAINING, CONFERENCES, DU	10.99	27561	02/28/20
21740	FIRST NATIONAL BANK OMAHA	02/19/20	Visa Bill WWTF 02/19/2020 D	255-43200.500 TRAINING, CONFERENCES, DU	11.27	27561	02/28/20
21740	FIRST NATIONAL BANK OMAHA	02/19/20	Visa Bill WWTF 02/19/2020 D	255-43200.610 SUPPLIES	25.00	27561	02/28/20
21740	FIRST NATIONAL BANK OMAHA	02/19/20	Visa Bill WWTF 02/19/2020 D	255-43200.610 SUPPLIES	119.88	27561	02/28/20
21740	FIRST NATIONAL BANK OMAHA	02/19/20	Visa Bill WWTF 02/19/2020 D	255-43200.500 TRAINING, CONFERENCES, DU	3.30	27561	02/28/20

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Town of Essex / Village of EJ Accounts Payable  
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21740	02/19/20	FIRST NATIONAL BANK OMAHA 02/19/2020 D	255-43200.612 UNIFORMS,BOOTS,ETC	130.00	27561	02/28/20
21740	02/19/20	FIRST NATIONAL BANK OMAHA 02/19/2020 D	255-43200.500 TRAINING, CONFERENCES, DU	4.35	27561	02/28/20
24785	02/25/20	GRAINGER 9455191016	255-43200.570 MAINTENANCE OTHER	102.00	27564	02/28/20
37700	02/11/20	GRAYBAR 9314549364	255-43330.012 ALKALINITY CNTRL INSTALLA	71.69	27565	02/28/20
07010	02/19/20	GREEN MOUNTAIN POWER CORP 01324000007D	255-43200.622 ELECTRICAL SERVICE	13668.33	27568	02/28/20
V9769	02/17/20	KEMIRA WATER SOLUTIONS 9017664107	255-43200.619 CHEMICALS	7154.84	27579	02/28/20
V1423	02/19/20	MAHER CORPORATION 26725	255-43200.570 MAINTENANCE OTHER	1898.81	27584	02/28/20
34995	02/07/20	MCMaster CARR SUPPLY CO 32920789	255-43330.012 ALKALINITY CNTRL INSTALLA	742.73	27587	02/28/20
06675	02/19/20	NATIONAL BUSINESS TECHNOL IN356761	255-43200.442 Rental of Equipment	139.03	27592	02/28/20
V1661	02/19/20	NORTH CENTRAL LABORATORIE 435348	255-43200.618 SUPPLIES - LABORATORY	2902.69	27595	02/28/20
12775	02/14/20	PRATT & SMITH ELECTRICAL 8201	255-43200.570 MAINTENANCE OTHER	6904.29	27598	02/28/20
V2159	02/18/20	SURPASS CHEMICAL CO INC 343342	255-43200.619 CHEMICALS	3760.82	27608	02/28/20
21230	02/19/20	VISION SERVICE PLAN (CT) 808779642	255-43200.210 HEALTH INS & OTHER BENEFI	96.97	27614	02/28/20
29825	02/20/20	VT GAS SYSTEMS 19597	255-43200.623 HEATING/NATURAL GAS	3163.47	27617	02/28/20
13620	02/04/20	WATER ENVIRONMENT FEDERAT 2-2000611427	255-43200.500 TRAINING, CONFERENCES, DU	810.00	27622	02/28/20
24330	02/07/20	ZEP MANUFACTURING / ACUIT 9004902481	255-43200.570 MAINTENANCE OTHER	194.47	27624	02/28/20
07010	02/07/20	GREEN MOUNTAIN POWER CORP 02/07/2020 D	256-43200.622 ELECTRICAL SERVICE	907.60	27569	02/28/20
07010	02/07/20	GREEN MOUNTAIN POWER CORP 02/07/2020 D	256-43220.001 SUSIE WILSON PS COSTS	514.48	27569	02/28/20
07010	02/07/20	GREEN MOUNTAIN POWER CORP 02/07/2020 D	256-43220.002 WEST ST PS COSTS	704.49	27569	02/28/20
07010	02/11/20	GREEN MOUNTAIN POWER CORP 02062000001D	256-43200.622 ELECTRICAL SERVICE	600.35	27570	02/28/20
17505	02/14/20	SAND HILL SOLAR LLC 214	256-43220.002 WEST ST PS COSTS	101.06	27603	02/28/20
17505	02/14/20	SAND HILL SOLAR LLC 214	256-43220.001 SUSIE WILSON PS COSTS	66.25	27603	02/28/20
17505	02/14/20	SAND HILL SOLAR LLC 214	256-43200.622 ELECTRICAL SERVICE	22.99	27603	02/28/20
21230	02/19/20	VISION SERVICE PLAN (CT) 808779642	256-43200.210 HEALTH INS & OTHER BENEFI	33.98	27614	02/28/20
29825	02/20/20	VT GAS SYSTEMS 19597	256-43220.001 SUSIE WILSON PS COSTS	43.45	27617	02/28/20

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Town of Essex / Village of EJ Accounts Payable  
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29825	02/20/20	VT GAS SYSTEMS Service period 01/17/2020 19597	256-43220.002 WEST ST PS COSTS	43.45	27617	02/28/20
29825	02/20/20	VT GAS SYSTEMS Service period 01/17/2020 19597	256-43200.623 HEATING/NATURAL GAS	149.75	27617	02/28/20
		Report Total		277268.61		

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23565	03/04/20	workshop for Trevor 20191211	210-43110.500 TRAINING, CONFERENCES, DU	600.00	27626	03/06/20
14400	02/17/20	CLEANING Brownell 4661	210-41943.021 Contractual Svcs - Browne	1190.00	27628	03/06/20
14400	02/17/20	CLEANING Brownell 4661	210-45551.610 SUPPLIES	72.00	27628	03/06/20
05290	02/24/20	vehicle maintenance 552005542218	210-43110.432 R&M Services - Vehicles	22.92	27629	03/06/20
05290	02/26/20	supplies 552005756550	210-43110.610 SUPPLIES	21.00	27629	03/06/20
05290	03/02/20	supplies 552006229900	210-43110.610 SUPPLIES	4.59	27629	03/06/20
05290	03/02/20	supplies 552006229913	210-43110.610 SUPPLIES	35.74	27629	03/06/20
05290	03/02/20	supplies 552006232158	210-43110.610 SUPPLIES	39.86	27629	03/06/20
05290	03/02/20	supplies 552006232158	210-43110.626 Vehicle Fuels	55.10	27629	03/06/20
05290	03/02/20	HOSE 552006242300	210-43110.610 SUPPLIES	35.35	27629	03/06/20
05290	03/03/20	supplies 552006329922	210-43110.610 SUPPLIES	5.51	27629	03/06/20
05290	03/03/20	supplies 552006356698	210-43110.610 SUPPLIES	7.92	27629	03/06/20
42665	02/10/20	MATERIALS AND SUPPLIES 00698532/20	210-45551.640 ADULT COLLECTION-PRINT &	521.27	27632	03/06/20
42665	02/10/20	MATERIALS AND SUPPLIES 00698532/20	210-45551.641 JUVEN COLLECTION-PRNT & E	91.08	27632	03/06/20
42665	02/10/20	MATERIALS AND SUPPLIES 00698532/20	210-49346.001 ADULT COLLECTION-PRINT &	8.98	27632	03/06/20
42665	02/10/20	MATERIALS AND SUPPLIES 00698532/20	210-45551.837 CHILDRENS PROGRAMS	106.42	27632	03/06/20
42665	02/10/20	MATERIALS AND SUPPLIES 00698532/20	210-45551.610 SUPPLIES	240.06	27632	03/06/20
04310	02/08/20	Salt 531190	210-43125.610 WINTER MAINTENANCE	6011.20	27634	03/06/20
41280	02/28/20	Washer/Dryer 85716504	210-42220.889 ROUTINE EQUIPMENT PURCHAS	1825.00	27638	03/06/20
00530	02/04/20	BOOKS B5861484	210-45551.641 JUVEN COLLECTION-PRNT & E	17.76	27640	03/06/20
00530	02/04/20	BOOKS B5861484	210-45551.610 SUPPLIES	0.80	27640	03/06/20
00530	02/06/20	BOOKS B5863093	210-45551.640 ADULT COLLECTION-PRINT &	390.84	27640	03/06/20
00530	02/06/20	BOOKS B5863093	210-45551.610 SUPPLIES	22.40	27640	03/06/20
00530	02/06/20	BOOKS B5863267	210-45551.641 JUVEN COLLECTION-PRNT & E	328.75	27640	03/06/20
00530	02/06/20	BOOKS B5863267	210-45551.610 SUPPLIES	24.80	27640	03/06/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	02/06/20	BRODART CO BOOKS B5863332	210-45551.641 JUVEN COLLECTION-PRNT & E	17.79	27640	03/06/20
00530	02/06/20	BRODART CO BOOKS B5863332	210-45551.610 SUPPLIES	2.40	27640	03/06/20
00530	02/07/20	BRODART CO BOOKS B5863975	210-45551.640 ADULT COLLECTION-PRINT &	17.99	27640	03/06/20
00530	02/07/20	BRODART CO BOOKS B5863975	210-45551.610 SUPPLIES	0.80	27640	03/06/20
00530	02/07/20	BRODART CO BOOKS B5863988	210-45551.640 ADULT COLLECTION-PRINT &	16.20	27640	03/06/20
00530	02/07/20	BRODART CO BOOKS B5863988	210-45551.610 SUPPLIES	0.80	27640	03/06/20
00530	02/10/20	BRODART CO BOOKS B5865085	210-49346.001 ADULT COLLECTION-PRINT &	15.91	27640	03/06/20
00530	02/10/20	BRODART CO BOOKS B5865090	210-49346.001 ADULT COLLECTION-PRINT &	26.31	27640	03/06/20
00530	02/10/20	BRODART CO BOOKS B5865464	210-49345.000 LIBRARY DONATION EXPENDIT	10.40	27640	03/06/20
00530	02/10/20	BRODART CO BOOKS B5865509	210-45551.640 ADULT COLLECTION-PRINT &	194.00	27640	03/06/20
00530	02/10/20	BRODART CO BOOKS B5865509	210-45551.610 SUPPLIES	8.00	27640	03/06/20
00530	02/13/20	BRODART CO BOOKS B5868082	210-49345.000 LIBRARY DONATION EXPENDIT	47.75	27640	03/06/20
00530	02/17/20	BRODART CO BOOKS B5870166	210-45551.641 JUVEN COLLECTION-PRNT & E	35.97	27640	03/06/20
00530	02/17/20	BRODART CO BOOKS B5870166	210-45551.610 SUPPLIES	2.40	27640	03/06/20
V04609	02/01/20	CENTER POINT LARGE PRINT BOOKS 1757741	210-45551.640 ADULT COLLECTION-PRINT &	93.48	27643	03/06/20
04940	02/19/20	COMCAST Internet 2/26-3/25/20 2 L 0136343 2/20	210-41945.020 Telephone - 2 Lincoln St	153.35	27651	03/06/20
04940	02/19/20	COMCAST Internet 2/26-3/25/20 2 L 0136343 2/20	210-33582.005 Town contribution other	-153.35	27651	03/06/20
31545	02/25/20	COSTCO #314 Supplies 022520D	210-41946.022 Gen Supplies - Fire Stati	136.12	27655	03/06/20
31545	03/03/20	COSTCO #314 Supplies 030320D	210-42220.610 SUPPLIES	177.33	27656	03/06/20
24305	02/04/20	DEMCO INC SUPPLIES 6764853	210-45551.610 SUPPLIES	205.29	27658	03/06/20
V10576	03/02/20	ECOPIXEL LLC Web hosting March 2745	210-41320.530 COMMUNICATIONS	129.00	27664	03/06/20
19005	02/01/20	FIRSTLIGHT FIBER TELEPHONE AND TECHNOLOGY 6621768	210-41945.020 Telephone - 2 Lincoln St	83.59	27674	03/06/20
19005	02/01/20	FIRSTLIGHT FIBER TELEPHONE AND TECHNOLOGY 6621768	210-45551.530 TECHNOLOGY ACCESS	48.69	27674	03/06/20
19005	02/15/20	FIRSTLIGHT FIBER communications 1/15-2/14/ 6724853	210-43110.530 Communications	35.52	27676	03/06/20
19005	02/15/20	FIRSTLIGHT FIBER Telephone 1/15-2/14/20 EJ 6724865	210-41945.022 Telephone - Fire Station	50.20	27677	03/06/20

12:36 pm

Check Warrant Report # 17189 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 03/06/20 To 03/06/20 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
34895	03/01/20	GAUTHIER TRUCKING, INC. TRASH REMOVAL 2 Lincoln 1463824	210-41942.020 R&M Bldg - 2 Lincoln St	203.18	27683	03/06/20
20470	02/29/20	GLOBAL MONTELLO GROUP FEBvehicFuel CL254381	210-41944.022 Gasoline - Fire Station	482.53	27684	03/06/20
20470	02/29/20	GLOBAL MONTELLO GROUP FEBvehicFuel CL254381	210-43110.626 Vehicle Fuels	4634.07	27684	03/06/20
08475	02/03/20	GREEN MOUNTAIN ELECTRIC S LIGHTS S3474841001	210-45551.610 SUPPLIES	102.85	27689	03/06/20
14910	01/24/20	GROTEN RAPHAEL YOUTH PROGRAMS 1242020RG	210-49345.000 LIBRARY DONATION EXPENDIT	150.00	27694	03/06/20
34995	02/25/20	MCMASTER CARR SUPPLY CO Metal Tags 35765352	210-42220.570 MAINTENANCE OTHER	293.58	27706	03/06/20
05485	02/22/20	NATIONAL BUSINESS LEASING Copier leases 2/15-3/14/2 67056709	210-45551.442 Rental of Equipment	80.72	27708	03/06/20
05485	02/22/20	NATIONAL BUSINESS LEASING Copier leases 2/15-3/14/2 67056709	210-45551.442 Rental of Equipment	80.74	27708	03/06/20
05485	02/22/20	NATIONAL BUSINESS LEASING Copier leases 2/15-3/14/2 67056709	210-43110.442 EQUIPMENT RENTALS	72.59	27708	03/06/20
05485	02/22/20	NATIONAL BUSINESS LEASING Copier leases 2/15-3/14/2 67056709	210-41320.442 LEASED SERVICES	138.97	27708	03/06/20
V1875	02/09/20	QUALITY BAKE SHOP Volunteer party 797935	210-45551.574 VOLUNTEER EXPENSES	380.00	27718	03/06/20
21065	02/11/20	RED THREAD Shelving 814712	210-45551.891 CAPITAL OUTLAY	3000.00	27721	03/06/20
05280	03/02/20	S & D LANDSCAPES LLC Park St Snow Removal 172373	210-45220.330 OTHER PROFESSIONAL SVCS	42.00	27725	03/06/20
37965	09/13/19	S D IRELAND CONCRETE STORM DRAIN IRON 351720	210-43150.430 Storm Sewer Maintenance	779.68	27726	03/06/20
03180	07/15/19	SAFETY SYSTEMS OF VT LLC FIRE ALARM ANNUAL INSPECT 18842	210-41942.021 R&M Bldg - Brownell	522.50	27728	03/06/20
03180	02/01/20	SAFETY SYSTEMS OF VT LLC Alarm Annual Contract W/T 19390	210-41943.026 Contractual Svcs - Maple	238.06	27728	03/06/20
29835	02/28/20	SHERWIN-WILLIAMS supplies 7232-1	210-43110.610 SUPPLIES	97.60	27731	03/06/20
14800	03/01/20	TECH GROUP INC Anti-virus 3/1-3/31/20 87237	210-42220.570 MAINTENANCE OTHER	252.00	27737	03/06/20
21000	02/26/20	UNIFIRST CORPORATION MATS 0361994448	210-41943.021 Contractual Svcs - Browne	33.00	27740	03/06/20
21000	02/12/20	UNIFIRST CORPORATION MATS 1991929	210-41943.021 Contractual Svcs - Browne	30.39	27740	03/06/20
19720	03/01/20	VERIZON CONNECT NWF, INC. AVL MONTHLY SERVICE OSV02046080	210-43110.442 EQUIPMENT RENTALS	151.60	27743	03/06/20
36130	02/18/20	VERIZON WIRELESS WIRELESS CELL SERVICE 9848649215	210-43110.530 Communications	35.01	27744	03/06/20
36130	02/19/20	VERIZON WIRELESS PW cell phones 1/20-2/19 984868937622	210-43110.530 Communications	195.46	27745	03/06/20
29825	02/20/20	VT GAS SYSTEMS MSP Gas 1578756 220	210-41948.026 Natural Gas - Maple St	371.57	27750	03/06/20
29825	02/20/20	VT GAS SYSTEMS MSP Gas 810044 220	210-41948.026 Natural Gas - Maple St	478.28	27753	03/06/20



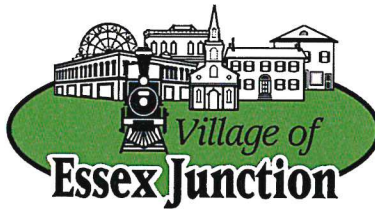
Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
30210	11/21/19	Unemp Vill Q2 30553Q2	210-43110.250 UNEMPLOYMENT INSURANCE	66.30	27755	03/06/20
30210	11/21/19	Unemp Vill Q2 30553Q2	210-43151.250 UNEMPLOYMENT INSURANCE	10.49	27755	03/06/20
30210	11/21/19	Unemp Vill Q2 30553Q2	210-41510.250 Unemployment Insurance	1039.01	27755	03/06/20
07565	02/27/20	Maint Supplies 208260615	210-45220.610 SUPPLIES	439.40	27757	03/06/20
21850	03/03/20	Senior Center Cleaning Fe 569	225-45122.330 OTHER PROF SERVICES	150.00	27639	03/06/20
05485	02/22/20	Copier leases 2/15-3/14/2 67056709	225-45122.442 Rental of Equipment	94.15	27708	03/06/20
21570	02/19/20	Senior Ctr Petty Cash Rei 021920D	225-45122.610 OPERATIONAL SUPP/EXP	45.97	27714	03/06/20
43325	02/10/20	Senior Soup and Cookies 432803	225-45122.812 Meals Expenses	58.00	27715	03/06/20
21000	02/12/20	Senior Center Mats 0361991963	225-45122.330 OTHER PROF SERVICES	45.00	27740	03/06/20
21000	02/26/20	Senior Center Mats 0361994482	225-45122.330 OTHER PROF SERVICES	31.00	27740	03/06/20
05290	02/25/20	Bus 2 Battery 552005629846	226-45120.626 GAS, GREASE & OIL	227.78	27629	03/06/20
07305	02/29/20	Cylinder Rental 9968608637	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	286.79	27630	03/06/20
25595	02/19/20	First Aid CPR 22260065	226-45124.330 OTHER PROFESSIONAL SVCS	650.00	27633	03/06/20
25595	02/19/20	First Aid CPR 22260065	226-45115.330 OTHER PROFESSIONAL SVCS	150.00	27633	03/06/20
20680	02/26/20	Drivers Ed Winter Session 26	226-45115.330 OTHER PROFESSIONAL SVCS	10295.00	27665	03/06/20
40150	02/17/20	Gym Rental 536001	226-45115.440 RENTAL	350.00	27666	03/06/20
03520	02/28/20	Vac Camp Movie 2/28 022820D	226-45120.580 TRAVEL	184.45	27668	03/06/20
17190	02/18/20	Enrichment Yoga 1/16-2/13 021820D	226-45120.330 OTHER PROFESSIONAL SVCS	490.00	27670	03/06/20
23460	02/13/20	Enrichment Taekwondo 5	226-45120.330 OTHER PROFESSIONAL SVCS	525.00	27680	03/06/20
20470	02/29/20	FEBvehicFuel CL254381	226-45120.626 GAS, GREASE & OIL	140.21	27684	03/06/20
19785	03/02/20	Vac Camp 4-6 Field Trip 3 030220D	226-45120.580 TRAVEL	228.00	27693	03/06/20
23545	02/24/20	Refund Camp Cancellations 70855	226-34779.115 Youth Prog - RP	407.00	27701	03/06/20
25035	02/10/20	Summer Brochure Design 20112	226-45110.330 OTHER PROFESSIONAL SVCS	1400.00	27704	03/06/20
25035	02/25/20	VK Application Design 20120	226-45120.330 OTHER PROFESSIONAL SVCS	75.00	27704	03/06/20
14570	03/02/20	Vac Camp 4-6 Field Trip 3 79090	226-45120.580 TRAVEL	256.00	27707	03/06/20

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05485	NATIONAL BUSINESS LEASING	02/22/20	Copier leases 2/15-3/14/2 67056709	226-45110.442 Equipment Rentals	177.89	27708	03/06/20
23540	PARENT SYDNEY	02/26/20	Essex Has Talent Winner 2 022620D	226-45115.330 OTHER PROFESSIONAL SVCS	500.00	27712	03/06/20
24830	REINHART FOODSERVICE	12/04/19	VK Fleming Snack 264399	226-45120.610 SUPPLIES	256.15	27722	03/06/20
24830	REINHART FOODSERVICE	12/11/19	VK Fleming Snack 268252	226-45120.610 SUPPLIES	112.59	27722	03/06/20
24830	REINHART FOODSERVICE	02/24/20	Vac Camp Snack 302636	226-45120.610 SUPPLIES	133.79	27722	03/06/20
24830	REINHART FOODSERVICE	02/24/20	Vac Camp K-3 Snack 304911	226-45120.610 SUPPLIES	194.92	27722	03/06/20
24830	REINHART FOODSERVICE	02/26/20	Vac Camp K-3 Snack 306157	226-45120.610 SUPPLIES	16.45	27722	03/06/20
23440	SOUTH BURLINGTON SCHOOL D	02/03/20	SBSD Act 166 Preschool 3603	226-45121.330 OTHER PROFESSIONAL SVCS	479.45	27733	03/06/20
23495	STUDENT TRANSPORTATION OF	02/29/20	Vac Camp Bus 70102581	226-45120.580 TRAVEL	771.93	27735	03/06/20
25715	DONALD L. HAMLIN CONSULT	02/26/20	Crescent Connector Januar 022620 12833	230-46801.008 CRESCENT CONNECTOR	7333.80	27661	03/06/20
25715	DONALD L. HAMLIN CONSULT	02/26/20	Pearl Street Link January 022620 17820	230-46801.007 PEARL ST. LINKING SIDEWAL	316.00	27661	03/06/20
20470	GLOBAL MONTELLO GROUP	02/29/20	FEBvehicFuel CL254381	254-43200.626 GAS,GREASE AND OIL	30.24	27684	03/06/20
36130	VERIZON WIRELESS	02/19/20	PW cell phones 1/20-2/19 984868937622	254-43200.535 TELEPHONE SERVICES	180.42	27745	03/06/20
30210	VT LEAGUE OF CITIES & TOW	11/21/19	Unemp Vill Q2 30553Q2	254-43200.250 UNEMPLOYMENT INSURANCE	27.44	27755	03/06/20
23515	ALFA LAVAL INC	02/14/20	Thermocouple Centrifuge 280009179	255-43200.570 MAINTENANCE OTHER	1038.47	27631	03/06/20
23455	CHITTENDEN SOLID WASTE DI	02/28/20	biosolids Jan 20 20201ESS	255-43200.568 SLUDGE MANAGEMENT	10671.89	27646	03/06/20
04940	COMCAST	02/23/20	internet March 0316028 02/2	255-43200.535 TELEPHONE SERVICES	153.30	27653	03/06/20
38955	F W WEBB COMPANY	02/24/20	Control boiler and parts 66469985	255-43200.570 MAINTENANCE OTHER	202.66	27671	03/06/20
38955	F W WEBB COMPANY	02/24/20	Control Bioler 66473952	255-43200.570 MAINTENANCE OTHER	44.21	27671	03/06/20
18000	FERGUSON WATERWORKS #590	02/26/20	Link Seal Conduit 0940109	255-43330.012 ALKALINITY CNTRL INSTALLA	269.40	27672	03/06/20
20470	GLOBAL MONTELLO GROUP	02/29/20	FEBvehicFuel CL254381	255-43200.626 GAS,GREASE AND OIL	195.05	27684	03/06/20
37700	GRAYBAR	02/27/20	Sweeps 9314824290	255-43330.012 ALKALINITY CNTRL INSTALLA	25.68	27688	03/06/20
V1093	HOLLAND CO., INC.	03/04/20	3,035 Gal sodium Aluminat 2027	255-43200.619 CHEMICALS	9596.58	27696	03/06/20
05485	NATIONAL BUSINESS LEASING	02/22/20	Copier leases 2/15-3/14/2 67056709	255-43200.442 Rental of Equipment	80.74	27708	03/06/20
V9260	PENN VALLEY PUMP CO., INC	02/26/20	WPS Gasket 14801	255-43200.570 MAINTENANCE OTHER	659.00	27713	03/06/20

For Check Acct 01(GENERAL FUND) All check #s 03/06/20 To 03/06/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
28005	02/27/20	RUSSELL SUPPLY saw 139106	255-43330.012 ALKALINITY CNTRL INSTALLA	30.75	27724	03/06/20
25480	02/26/20	SAC FASTENER COMPANY stainless steel supplies 48955	255-43330.012 ALKALINITY CNTRL INSTALLA	24.91	27727	03/06/20
V2159	01/30/20	SURPASS CHEMICAL CO INC 3493 Gal Sod Hydroxide 342941	255-43200.619 CHEMICALS	8432.10	27736	03/06/20
30210	11/21/19	VT LEAGUE OF CITIES & TOW Unemp Vill Q2 30553Q2	255-43200.250 UNEMPLOYMENT INSURANCE	98.94	27755	03/06/20
05290	02/26/20	ADVANCE AUTO PARTS maintenance 552005742258	256-43200.570 MAINTENANCE OTHER	10.31	27629	03/06/20
20470	02/29/20	GLOBAL MONTELLO GROUP FEBvehicFuel CL254381	256-43200.626 GAS,GREASE AND OIL	245.56	27684	03/06/20
36130	02/23/20	VERIZON WIRELESS Pump Stations 9849078849	256-43200.434 PUMP STATION MAINTENANCE	144.46	27746	03/06/20
36130	02/23/20	VERIZON WIRELESS Pump Stations 9849078849	256-43220.001 SUSIE WILSON PS COSTS	37.20	27746	03/06/20
36130	02/23/20	VERIZON WIRELESS Pump Stations 9849078849	256-43220.002 WEST ST PS COSTS	37.20	27746	03/06/20
30210	11/21/19	VT LEAGUE OF CITIES & TOW Unemp Vill Q2 30553Q2	256-43200.250 UNEMPLOYMENT INSURANCE	28.82	27755	03/06/20
Report Total				86084.52		

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## MEMORANDUM

TO: Essex Junction Trustees and Evan Teich Unified Municipal Manager  
FROM: James Jutras, Water Quality Superintendent  
cc: Sarah Macy, Asst. Manager, Finance Director  
Gregory Duggan, Deputy Manager  
Lorenzo Whitcomb, North Williston Cattle Company  
DATE: February 28, 2020

A handwritten signature in blue ink, appearing to read "James Jutras", is positioned to the right of the "cc:" list.

SUBJECT: Details on Farm soil and Groundwater sampling for PFAS

**Issue:** The State of Vermont issued a biosolids land application site sampling directive for Per and Poly Fluoroalkyl Substance (PFAS) compounds on November 13, 2019. Weston and Sampson Engineers were hired to perform field collection and sample analysis in compliance with this sampling directive. Weston & Sampson is the same company that performed other PFAS sampling for the State on our process influent, effluent and dewatered biosolids cake late in 2019.

**Discussion:** Analytical results received are favorable for a site that has been actively used for land application of biosolids since the late 1980's. The results are included in a tabular format in the attached pdf. The regulated compounds and positive results are highlighted. ND means the analytical result was below the procedure and instrumentation ability to measure a value to be reported. Below this detection limit does not mean zero presence.

- The parameters tested include the VT regulated PFAS compounds. Please note that VT has some of the most stringent standards in the country.
- Groundwater regulatory standards are based on drinking water standards.
- The groundwater and soil sample results are consistent with other published analytical results from long term biosolids land application sites in Maine, New Hampshire and Michigan.
- Soil Samples are tested and reported in ppb (Parts per Billion).
- Groundwater was tested and reported in ppt (Parts per Trillion).
- The PFAS compounds regulated are no longer manufactured so the sampling results are for legacy materials in the samples tested.
- One recent UVM study indicates a correlation of increased PFAS concentration in shallow soils to population density areas. This could mean that results might include some background PFAS not related to biosolids land application.
- The drinking water well that serves the farm property on South St. tested non-detect/below detection limits for all parameters.

- 14 groundwater wells were sampled and tested:
  - 6 groundwater monitors tested negative for regulated PFAS compounds
  - 5 groundwater monitors tested positive for PFAS compounds below the regulatory limit of 20 ppt combined total (PFHpA, PFHxS, PFNA, PFOS and PFOA).
  - 3 groundwater monitors tested above the VT combined PFAS regulatory limit of 20 ppt combined total (PFHpA, PFHxS, PFNA, PFOS and PFOA). The highest combined value was less than a combined total of 39 ppt.
- Note that elevated concentration groundwater monitor is in a flat area that has historically shown high nitrate levels and has had limited use for biosolids application.

**Costs:** To be determined and reported as the direction of regulations is developed.

**Recommendation:** It is recommended that staff remain engaged in the regulatory review and development of regulatory standards for land application sites. Staff will provide periodic updates as a regulatory direction for land application sites is developed. The state does not have specific guidance for soils and PFAS specifically on Biosolids land application sites. It is likely that data collected in this sampling directive compliance effort will lead to some operational standards for permittees.

Facility: Essex Jct. Land Application Sites  
 Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
 Owner Contact: James Jutras  
 Sample Date: 12/11-13/2019

Sample Location	W2 COMP	WES0201	WES0201-DUP2		W3 COMP	WES0202	
Units	ng/g	ng/L	ng/L		ng/g	ng/L	
Parameter							
1H,1H,2H,2H-Perfluorodecanesulfonic Acid (8:2FTS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
1H,1H,2H,2H-Perfluorohexanesulfonic Acid (4:2FTS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
1H,1H,2H,2H-Perfluorooctanesulfonic Acid (6:2FTS)	ND/<1.24	<b>7.99</b>	<b>11.1</b>		ND/<1.24	<b>11.50</b>	
N-Ethyl Perfluorooctanesulfonamidoacetic Acid (NETFOSAA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
N-Methyl Perfluorooctanesulfonamidoacetic Acid (NMeFOSAA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorobutanesulfonic Acid (PFBS)	ND/<1.24	<b>5.34</b>	<b>5.40</b>		ND/<1.24	ND/<2.00	
Perfluorobutanoic Acid (PFBA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	<b>2.98</b>	
Perfluorodecanesulfonic Acid (PFDS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorodecanoic Acid (PFDA)	<b>1.31</b>	ND/<1.98	ND/<1.89		<b>2.01</b>	ND/<2.00	
Perfluorododecanoic Acid (PFDoA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluoroheptanesulfonic Acid (PFHpS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluoroheptanoic Acid (PFHpA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorohexanesulfonic Acid (PFHxS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorohexanoic Acid (PFHxA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluoronanesulfonic Acid (PFNS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorononanoic Acid (PFNA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorooctanesulfonamide (FOSA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorooctanesulfonic Acid (PFOS)	<b>6.77</b>	ND/<1.98	ND/<1.89		<b>9.69</b>	ND/<2.00	
Perfluorooctanoic Acid (PFOA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluoropentanesulfonic Acid (PFPeS)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluoropentanoic Acid (PFPeA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	<b>2.53</b>	
Perfluorotetradecanoic Acid (PFTA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluorotridecanoic Acid (PFTrDA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
Perfluoroundecanoic Acid (PFUnA)	ND/<1.24	ND/<1.98	ND/<1.89		ND/<1.24	ND/<2.00	
PFAS, Total (5)	<b>&lt;11.73</b>	ND/<9.90	ND/<9.45		<b>&lt;14.65</b>	ND/<10.00	
PFOA + PFOS	<b>&lt;8.01</b>	ND/<3.96	ND/<3.78		<b>&lt;10.93</b>	ND/<4.00	

Notes:  
 Samples analyzed for PFAS via Alpha Method 537 Isotope Dilution  
 Groundwater reported in nanograms per liter (ng/L) or parts per trillion (ppt)

**Facility: Essex Jct. Land Application Sites**

**Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16**

**Owner Contact: James Jutras**

**Sample Date: 12/11-13/2019**

Soil data is reported in nanograms per gram (ng/g) or parts per billion (ppb)

PFAS Total (5) includes PFHpA, PFHxS, PFOA, PFNA, and PFOS

< - denotes less than (1 or more compounds summed are ND)

\* - denotes sample was re-extracted

ND - denotes Not Detected at Reporting Limit

**TABLE 2**

Facility: Essex Jct. Land Application Sites  
 Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
 Owner Contact: James Jutras  
 Sample Date: 12/11-13/2019

Sample Location	W5 COMP		W8 COMP	WES0207	W9 COMP	WES0209
Units	ng/g		ng/g	ng/L	ng/g	ng/L
Parameter						
1H,1H,2H,2H-Perfluorodecanesulfonic Acid (8:2FTS)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
1H,1H,2H,2H-Perfluorohexanesulfonic Acid (4:2FTS)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
1H,1H,2H,2H-Perfluorooctanesulfonic Acid (6:2FTS)	ND/<1.29		ND/<1.08	<b>11.50</b>	ND/<1.17	ND/<1.89
N-Ethyl Perfluorooctanesulfonamidoacetic Acid (NEtFOSAA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
N-Methyl Perfluorooctanesulfonamidoacetic Acid (NMeFOSAA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorobutanesulfonic Acid (PFBS)	ND/<1.29		ND/<1.08	<b>2.48</b>	ND/<1.17	<b>87.0</b>
Perfluorobutanoic Acid (PFBA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	<b>67.2</b>
Perfluorodecanesulfonic Acid (PFDS)	ND/<1.29		<b>1.63</b>	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorodecanoic Acid (PFDA)	ND/<1.29		<b>1.50</b>	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorododecanoic Acid (PFDoA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluoroheptanesulfonic Acid (PFHpS)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluoroheptanoic Acid (PFHpA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	<b>7.60</b>
Perfluorohexanesulfonic Acid (PFHxS)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	<b>7.32</b>
Perfluorohexanoic Acid (PFHxA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	<b>35.6</b>
Perfluorononanesulfonic Acid (PFNS)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorononanoic Acid (PFNA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorooctanesulfonamide (FOSA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorooctanesulfonic Acid (PFOS)	<b>4.78</b>		<b>12.60</b>	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorooctanoic Acid (PFOA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	<b>17.2</b>
Perfluoropentanesulfonic Acid (PFPeS)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluoropentanoic Acid (PFPeA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	<b>31.8</b>
Perfluorotetradecanoic Acid (PFTA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluorotridecanoic Acid (PFTrDA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
Perfluoroundecanoic Acid (PFUnA)	ND/<1.29		ND/<1.08	ND/<2.05	ND/<1.17	ND/<1.89
PFAS, Total (5)	<b>&lt;9.94</b>		<b>&lt;16.92</b>	ND/<10.25	ND/<5.85	<b>&lt;35.9</b>
PFOA + PFOS	<b>&lt;6.07</b>		<b>&lt;13.68</b>	ND/<4.10	ND/<2.34	ND/<19.09

Notes:  
 Samples analyzed for PFAS via Alpha Method 537 Isotope Dilution  
 Groundwater reported in nanograms per liter (ng/L) or parts per trillion (ppt)



**Facility: Essex Jct. Land Application Sites**

**Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16**

**Owner Contact: James Jutras**

**Sample Date: 12/11-13/2019**

Soil data is reported in nanograms per gram (ng/g) or parts per billion (ppb)

PFAS Total (5) includes PFHpA, PFHxS, PFOA, PFNA, and PFOS

< - denotes less than (1 or more compounds summed are ND)

\* - denotes sample was re-extracted

ND - denotes Not Detected at Reporting Limit

**TABLE 2**

Facility: Essex Jct. Land Application Sites  
 Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
 Owner Contact: James Jutras  
 Sample Date: 12/11-13/2019

Sample Location	W10 COMP	WES0208	WES0210		W11 COMP	WES0211		W14 COMP
Units	ng/g	ng/L	ng/L		ng/g	ng/L		ng/g
Parameter								
1H,1H,2H,2H-Perfluorodecanesulfonic Acid (8:2FTS)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
1H,1H,2H,2H-Perfluorohexanesulfonic Acid (4:2FTS)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
1H,1H,2H,2H-Perfluorooctanesulfonic Acid (6:2FTS)	ND/<1.21	ND/<2.06	29.9		ND/<1.34	ND/<1.95		ND/<1.21
N-Ethyl Perfluorooctanesulfonamidoacetic Acid (NetFOSAA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
N-Methyl Perfluorooctanesulfonamidoacetic Acid (NMeFOSAA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorobutanesulfonic Acid (PFBS)	ND/<1.21	130	5.64		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorobutanoic Acid (PFBA)	ND/<1.21	68.1	14.6		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorodecanesulfonic Acid (PFDS)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorodecanoic Acid (PFDA)	1.66	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		1.36
Perfluorododecanoic Acid (PFDoA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluoroheptanesulfonic Acid (PFHpS)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluoroheptanoic Acid (PFHpA)	ND/<1.21	11.8	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorohexanesulfonic Acid (PFHxS)	ND/<1.21	9.75	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorohexanoic Acid (PFHxA)	ND/<1.21	34.7	2.3		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorononanesulfonic Acid (PFNS)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorononanoic Acid (PFNA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorooctanesulfonamide (FOSA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorooctanesulfonic Acid (PFOS)	7.71	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		5.73
Perfluorooctanoic Acid (PFOA)	ND/<1.21	13.8	3.5		ND/<1.34	ND/<1.95		ND/<1.21
Perfluoropentanesulfonic Acid (PFPeS)	ND/<1.21	3.37	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluoropentanoic Acid (PFPeA)	ND/<1.21	42.9	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorotetradecanoic Acid (PFTA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluorotridecanoic Acid (PFTrDA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
Perfluoroundecanoic Acid (PFUnA)	ND/<1.21	ND/<2.06	ND/<1.96		ND/<1.34	ND/<1.95		ND/<1.21
PFAS, Total (5)	<12.55	<39.47	<11.33		ND/<6.70	ND/<9.75		<10.57
PFOA + PFOS	<8.92	<15.86	<5.45		ND/<2.68	ND/<3.90		<6.94

Notes:

Samples analyzed for PFAS via Alpha Method 537 Isotope Dilution  
 Groundwater reported in nanograms per liter (ng/L) or parts per trillion (ppt)

**Facility: Essex Jct. Land Application Sites**

**Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16**

**Owner Contact: James Jutras**

**Sample Date: 12/11-13/2019**

Soil data is reported in nanograms per gram (ng/g) or parts per billion (ppb)

PFAS Total (5) includes PFHpA, PFHxS, PFOA, PFNA, and PFOS

< - denotes less than (1 or more compounds summed are ND)

\* - denotes sample was re-extracted

ND - denotes Not Detected at Reporting Limit

**TABLE 2**

Facility: Essex Jct. Land Application Sites  
 Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
 Owner Contact: James Jutras  
 Sample Date: 12/11-13/2019

Sample Location	WES0212	WES0212 - DUP-1	WES0214		W16 COMP	WES0215	WES0216	
Units	ng/L	ng/L	ng/L		ng/g	ng/L	ng/L	
Parameter								
1H,1H,2H,2H-Perfluorodecanesulfonic Acid (8:2FTS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
1H,1H,2H,2H-Perfluorohexanesulfonic Acid (4:2FTS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
1H,1H,2H,2H-Perfluorooctanesulfonic Acid (6:2FTS)	<b>110</b>	<b>91.4</b>	<b>30.5</b>		ND/<1.27	ND/<2.03	<b>17.9</b>	
N-Ethyl Perfluorooctanesulfonamidoacetic Acid (NEtFOSAA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
N-Methyl Perfluorooctanesulfonamidoacetic Acid (NMeFOSAA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluorobutanesulfonic Acid (PFBS)	ND/<1.94	ND/<1.94	<b>6.19</b>		ND/<1.27	<b>326</b>	<b>232</b>	
Perfluorobutanoic Acid (PFBA)	<b>12.0</b>	<b>12.2</b>	<b>45.4</b>		ND/<1.27	ND/<2.03	<b>69.7</b>	
Perfluorodecanesulfonic Acid (PFDS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluorodecanoic Acid (PFDA)	ND/<1.94	ND/<1.94	ND/<1.90		<b>2.38</b>	ND/<2.03	ND/<1.87	
Perfluorododecanoic Acid (PFDoA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluoroheptanesulfonic Acid (PFHpS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluoroheptanoic Acid (PFHpA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	<b>8.91</b>	
Perfluorohexanesulfonic Acid (PFHxS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	<b>4.25</b>	<b>13.0</b>	
Perfluorohexanoic Acid (PFHxA)	ND/<1.94	ND/<1.94	<b>2.67</b>		ND/<1.27	ND/<2.03	<b>61.1</b>	
Perfluoronanesulfonic Acid (PFNS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluoronanoic Acid (PFNA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluorooctanesulfonamide (FOSA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluorooctanesulfonic Acid (PFOS)	ND/<1.94	ND/<1.94	ND/<1.90		<b>7.43</b>	ND/<2.03	ND/<1.87	
Perfluorooctanoic Acid (PFOA)	ND/<1.94	<b>2.00</b>	<b>3.21</b>		<b>1.57</b>	ND/<2.03	<b>11.4</b>	
Perfluoropentanesulfonic Acid (PFPeS)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	<b>3.92</b>	<b>4.29</b>	
Perfluoropentanoic Acid (PFPeA)	ND/<1.94	ND/<1.94	<b>2.04</b>		ND/<1.27	ND/<2.03	<b>67.2</b>	
Perfluorotetradecanoic Acid (PFTA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluorotridecanoic Acid (PFTrDA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
Perfluoroundecanoic Acid (PFUnA)	ND/<1.94	ND/<1.94	ND/<1.90		ND/<1.27	ND/<2.03	ND/<1.87	
PFAS, Total (5)	ND/<9.70	<b>&lt;9.76</b>	<b>&lt;10.81</b>		<b>&lt;12.81</b>	<b>&lt;12.37</b>	<b>&lt;37.05</b>	
PFOA + PFOS	ND/<3.88	<b>&lt;3.94</b>	<b>&lt;5.11</b>		<b>9.00</b>	ND/<4.06	<b>&lt;13.27</b>	

Notes:  
 Samples analyzed for PFAS via Alpha Method 537 Isotope Dilution  
 Groundwater reported in nanograms per liter (ng/L) or parts per trillion (ppt)

**Facility: Essex Jct. Land Application Sites**

**Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16**

**Owner Contact: James Jutras**

**Sample Date: 12/11-13/2019**

Soil data is reported in nanograms per gram (ng/g) or parts per billion (ppb)

PFAS Total (5) includes PFHpA, PFHxS, PFOA, PFNA, and PFOS

< - denotes less than (1 or more compounds summed are ND)

\* - denotes sample was re-extracted

ND - denotes Not Detected at Reporting Limit

Facility: Essex Jct. Land Application Sites  
 Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
 Owner Contact: James Jutras  
 Sample Date: 12/11-13/2019

Sample Location	WES0204	WES0205		Equipment Blank	Equipment Blank	Field Blank	Field Blank
Units	ng/L	ng/L		ng/L	ng/L	ng/L	ng/L
Parameter				12/12/2019	12/13/2019	12/12/2019	12/13/2019
1H,1H,2H,2H-Perfluorodecanesulfonic Acid (8:2FTS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
1H,1H,2H,2H-Perfluorohexanesulfonic Acid (4:2FTS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
1H,1H,2H,2H-Perfluorooctanesulfonic Acid (6:2FTS)	ND/<1.91	15.5		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
N-Ethyl Perfluorooctanesulfonamidoacetic Acid (NETFOSAA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
N-Methyl Perfluorooctanesulfonamidoacetic Acid (NMeFOSAA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorobutanesulfonic Acid (PFBS)	2.99	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorobutanoic Acid (PFBA)	4.92	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorodecanesulfonic Acid (PFDS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorodecanoic Acid (PFDA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorododecanoic Acid (PFDoA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluoroheptanesulfonic Acid (PFHpS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluoroheptanoic Acid (PFHpA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorohexanesulfonic Acid (PFHxS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorohexanoic Acid (PFHxA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluoronanesulfonic Acid (PFNS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorononanoic Acid (PFNA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorooctanesulfonamide (FOSA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorooctanesulfonic Acid (PFOS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorooctanoic Acid (PFOA)	2.50	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluoropentanesulfonic Acid (PFPeS)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluoropentanoic Acid (PFPeA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorotetradecanoic Acid (PFTA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluorotridecanoic Acid (PFTrDA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
Perfluoroundecanoic Acid (PFUnA)	ND/<1.91	ND/<1.91		ND/<1.94	ND/<1.86	ND/<1.82	ND/<1.78
PFAS, Total (5)	<10.14	ND/<9.55		ND/<9.70	ND/<9.30	ND/<9.10	ND/<8.90
PFOA + PFOS	<4.41	ND/<3.82		ND/<3.88	ND/<3.72	ND/<3.64	ND/<3.56

Notes:  
 Samples analyzed for PFAS via Alpha Method 537 Isotope Dilution  
 Groundwater reported in nanograms per liter (ng/L) or parts per trillion (ppt)

Facility: Essex Jct. Land Application Sites

Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16

Owner Contact: James Jutras

Sample Date: 12/11-13/2019

Soil data is reported in nanograms per gram (ng/g) or parts per billion (ppb)

PFAS Total (5) includes PFHpA, PFHxS, PFOA, PFNA, and PFOS

< - denotes less than (1 or more compounds summed are ND)

\* - denotes sample was re-extracted

ND - denotes Not Detected at Reporting Limit

Facility: Essex Jct. Land Application Sites  
 Address: Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
 Owner Contact: James Jutras  
 Sample Date: 12/11-13/2019

Sample Location	Trip Blank-1	Trip Blank-2
Units	ng/L	ng/L
Parameter		
1H,1H,2H,2H-Perfluorodecanesulfonic Acid (8:2FTS)	ND/<1.78	ND/<1.77
1H,1H,2H,2H-Perfluorohexanesulfonic Acid (4:2FTS)	ND/<1.78	ND/<1.77
1H,1H,2H,2H-Perfluorooctanesulfonic Acid (6:2FTS)	ND/<1.78	ND/<1.77
N-Ethyl Perfluorooctanesulfonamidoacetic Acid (NETFOSAA)	ND/<1.78	ND/<1.77
N-Methyl Perfluorooctanesulfonamidoacetic Acid (NMeFOSAA)	ND/<1.78	ND/<1.77
Perfluorobutanesulfonic Acid (PFBS)	ND/<1.78	ND/<1.77
Perfluorobutanoic Acid (PFBA)	ND/<1.78	ND/<1.77
Perfluorodecanesulfonic Acid (PFDS)	ND/<1.78	ND/<1.77
Perfluorodecanoic Acid (PFDA)	ND/<1.78	ND/<1.77
Perfluorododecanoic Acid (PFDoA)	ND/<1.78	ND/<1.77
Perfluoroheptanesulfonic Acid (PFHpS)	ND/<1.78	ND/<1.77
Perfluoroheptanoic Acid (PFHpA)	ND/<1.78	ND/<1.77
Perfluorohexanesulfonic Acid (PFHxS)	ND/<1.78	ND/<1.77
Perfluorohexanoic Acid (PFHxA)	ND/<1.78	ND/<1.77
Perfluorononanesulfonic Acid (PFNS)	ND/<1.78	ND/<1.77
Perfluorononanoic Acid (PFNA)	ND/<1.78	ND/<1.77
Perfluorooctanesulfonamide (FOSA)	ND/<1.78	ND/<1.77
Perfluorooctanesulfonic Acid (PFOS)	ND/<1.78	ND/<1.77
Perfluorooctanoic Acid (PFOA)	ND/<1.78	ND/<1.77
Perfluoropentanesulfonic Acid (PFPeS)	ND/<1.78	ND/<1.77
Perfluoropentanoic Acid (PFPeA)	ND/<1.78	ND/<1.77
Perfluorotetradecanoic Acid (PFTA)	ND/<1.78	ND/<1.77
Perfluorotridecanoic Acid (PFTrDA)	ND/<1.78	ND/<1.77
Perfluoroundecanoic Acid (PFUnA)	ND/<1.78	ND/<1.77
PFAS, Total (5)	ND/<8.90	ND/<8.85
PFOA + PFOS	ND/<3.56	ND/<3.54

Notes:  
 Samples analyzed for PFAS via Alpha Method 537 Isotope Dilution  
 Groundwater reported in nanograms per liter (ng/L) or parts per trillion (ppt)



**Facility:** Essex Jct. Land Application Sites  
**Address:** Sites W2, W3, W5, W8, W9, W10, W11, W14, and W16  
**Owner Contact:** James Jutras  
**Sample Date:** 12/11-13/2019  
Soil data is reported in nanograms per gram (ng/g) or parts per billion (ppb)  
PFAS Total (5) includes PFHpA, PFHxS, PFOA, PFNA, and PFOS  
< - denotes less than (1 or more compounds summed are ND)  
\* - denotes sample was re-extracted  
ND - denotes Not Detected at Reporting Limit

**From:** Andrew Brown

**Date:** February 26, 2020 at 9:21:23 AM EST

**To:** "[LHoughton@leg.state.vt.us](mailto:LHoughton@leg.state.vt.us)" <[LHoughton@leg.state.vt.us](mailto:LHoughton@leg.state.vt.us)>, "[DGiambatista@leg.state.vt.us](mailto:DGiambatista@leg.state.vt.us)" <[DGiambatista@leg.state.vt.us](mailto:DGiambatista@leg.state.vt.us)>, Marybeth Redmond <[MRedmond@leg.state.vt.us](mailto:MRedmond@leg.state.vt.us)>, Linda Myers <[LMyers@leg.state.vt.us](mailto:LMyers@leg.state.vt.us)>, Robert Bancroft <[RBancroft@leg.state.vt.us](mailto:RBancroft@leg.state.vt.us)>

**Cc:** Elaine Haney <[ehaney@essex.org](mailto:ehaney@essex.org)>

**Subject:** S.54

Good Morning Essex Representatives,

When you vote on the cannabis bill today please ensure that you remember municipalities MUST be able to collect funds to pay for the impacts of legal cannabis. While diversifying the tax base for the education fund as Rep. Ancel advocates for sounds like a good idea, that will create a bigger hole for communities to fill. Communities like Essex and Essex Junction will inevitably see negative impacts from this and we need the taxing authority to fully staff our law enforcement and community justice center activities. The ability of municipalities to tax cannabis should mirror that of alcohol and liquor where we can fund the resources necessary to find those who have had too much of a mind-altering substance - exactly what cannabis is.

The logic of a licensing fee to remedy this is laughable. Licensing fees are collected once but the purchase and use of cannabis will occur much more frequently. Plus the licensing fee puts the burden on the business instead of the customer. We don't hold liquor stores accountable for selling the bottle of scotch a drunk driver consumed prior to an accident.

Please look below to see what other states have done as reference.

Again, I urge each of you to only support a cannabis regulation bill which provides:

1. Authority for a municipality to assess a two percent local option sales tax on the retail sale of cannabis and cannabis products that are sold in the municipality; and
2. A requirement that before a cannabis retailer may operate within a municipality, the municipality must permit the operation of the retailer by majority vote of those present and voting by Australian ballot at a subsequent annual or special meeting warned for that purpose.

Thank you,  
Andrew

#### Colorado

- Local governments receive 10% of the state retail tax of 15%
- Local governments can levy a local option retail tax up to 8% or a cultivator tax

#### Illinois

- Local governments general sales tax applies (between 0% and 4.75%)
- Local governments can levy a cannabis sales tax up to 3.75%
- Local governments receive 8% of state tax revenues to fund public safety and training initiatives

### Massachusetts

- Local governments can levy a local option excise tax up to 3% on retail sales
- Local government may assess local impact fees to cannabis establishments
- State revenues fund public safety and municipal police training initiatives

### Oregon

- Local governments receive 20% (10% city/town, 10% county) of the state 17% retail sales tax
- Local governments can levy a local option excise tax up to 3%

Andrew Brown

President, Village of Essex Junction Board of Trustees

**From:** Elaine Haney  
**Sent:** Tuesday, February 25, 2020 7:53 PM  
**To:** [lmyers@leg.state.vt.us](mailto:lmyers@leg.state.vt.us)  
**Subject:** Please support H.744 and support the PEG Study Bill

Dear Linda,

I am writing in support of [H. 744](#), the PEG Study Bill, which seeks one-time funding of \$100K to investigate alternative funding options for public, educational, and government access channels and Vermont's 25 community media centers.

I hope that House Appropriations will continue to keep this one-time funding request of \$100K under consideration this week as you identify your one-time funding priorities.

As Chair of the Channel 17 board as well as Chair of the Essex Selectboard, I cannot overestimate the importance of this study to prepare our public access stations for anticipated funding reductions and to identify suitable new funding resources, so that the public's access to local government is not curtailed.

Please don't hesitate to reach out to me if you have questions about this bill.

Thank you,

Elaine

Elaine Haney (she / her)  
Chair, Town of Essex Selectboard

**From:** Kevin Dorn

**Sent:** Wednesday, February 26, 2020 10:48 AM

**Subject:** Chittenden County Community Outreach - 2019 report

Hi folks – please find attached an overview of the performance of the Chittenden County Community Outreach program for calendar year 2019. As you know, Community Outreach is a partnership between seven communities; Colchester, Winooski, Essex, Williston, Shelburne, Richmond (Richmond joined effective 7/1/19) and South Burlington, the Department of Mental Health and the UVMMC through their Community Health Investment Program. Services are provided under contract by our operational partner, the Howard Center.

The results really speak for themselves; the program has proven to be highly successful even in ways we had not anticipated. We are now up to five Councilors who are working staggered shifts to give the communities broader coverage throughout the day. The program is having a meaningful impact on our residents and visitors suffering from mental health challenges and is also taking pressure off of other providers such as the UVMMC Emergency Department.

I have copied my colleague managers in on this email and I know that I speak for them when I say thank you so much for your continued support of this program. Together, this partnership is truly making a difference.

If you have any question please reach out to me or any of the managers copied in the email above. Or maybe even better yet, if you run into a police officer in one of the member communities ask him or her how the program is going. I think you will get an enthusiastic response.

Respectfully,

Kevin Dorn  
City Manager  
City of South Burlington  
575 Dorset Street  
South Burlington, VT 05403

## FISCAL YEAR 2019 RBA OUTCOMES

<b>PROGRAM NAME:</b>	Community Outreach Team Data Timeframe: 7/1/18 – 6/30/19
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<b>PROGRAM DESCRIPTION:</b>	The Community Outreach Program was created as a collaborative effort between Howard Center and the local law enforcement teams of 6 different towns: <b>South Burlington, Shelburne, Winooski, Williston, Essex and Colchester</b> to assist with meeting unmet social service needs, often as a result of mental illness or substance abuse. The team assists adults, children and families in these areas as a social service resource, allowing first responders to respond to emergent needs and criminal behavior.
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<b>HOW MUCH:</b>	<i>Please list the 3 or 4 most interesting data points that would give a reader (who may or may not be familiar with your program) a sense of the scope and volume of the services provided by your program.</i>
1.	Total number of contacts: 1,331 among 543 individuals and families 843 Face-to-Face contacts with 479 unique clients 1,925 calls with 282 unique clients
2.	Presenting Issues that applied (more than one may apply): Emotional/Behavioral/Mental Health: 1,230 Family/relational conflict: 622 Homelessness: 280 Substance use/abuse: 276 Violent/aggressive behaviors: 266 Suicidality: 195 Medical: 208 Legal: 192
3.	Type of contact: 49% of contacts occurred working alongside law enforcement (413/843)

<b>HOW WELL:</b>	<i>Please list the 3 or 4 most interesting data points that would give a reader a sense of the quality and unique value of the services provided by your program. These data points can be used to illustrate consumers are satisfied with your services.</i>
1.	1,392 referrals made to link individuals to ongoing behavioral health, medical/dental and social service resources in the community.
2.	29% (394/671) of the contacts were able to divert first responder/police involvement completely
3.	40% (535/1331) of contacts were proactive supports, helping individuals before a crisis occurred
4.	Less than 12% (100/843) of the individuals seen face to face were referred to the emergency room (necessitating a crisis emergency room referral for medical or psychiatric necessity)

<b>IS ANYONE BETTER OFF:</b>	<i>Please list the 3 or 4 most interesting data points that would give a reader a sense that consumers have garnered a tangible benefit from your supports. These data points can be used to illustrate that consumers have enhanced strengths, decreased unwanted symptoms, improved life quality and/or gained/sustained independence.</i>
1.	43% of the individuals were rated to be doing better, even with a brief encounter

2.	56% of the individuals were rated as having no change based on brief encounter. This is not surprising based on a primary goal and large number of proactive supports being offered that allow the specialists the ability to build rapport, relationships and establish connections with those being served.
3.	Less than 2% showed an escalation of behaviors during contact, likely being referred to First Call for Chittenden County (FCCC), the Emergency Room or a higher level of care/police involvement
4.	“Amazing to our family... He completely went out of his way, in more than 10 different ways, with my daughter. She’s struggling right now and she’s 14. He was able to not only talk with her ... he was able to talk with us too.. I’m very glad that I called this number.” - Community Member
5.	“From the day [the team] arrived for orientation, everything has been positive. Our team is excited to have them onboard and is already throwing work their way. In fact, I just had a sergeant walk in and say that the team is <b>‘worth their weight in gold.’</b> ” - Lt. Gregg Jager, SBPD

<p><b>STORY BEHIND THE CURVE:</b></p>	<p>In line with the vision, Community Outreach proactively engaging individuals in the community and diverts from unnecessary utilization of first responder resources. Less than 12% (100 out of 843) contacts resulted in an emergency room visit (with the majority being for psychiatric crisis referrals and treatment), i.e., the overwhelming majority of face to face services (88%) did not require emergency room or emergent crisis services. A large number of contacts divert more intensive resources, with 29% of the interactions diverting police involvement entirely; this data is consistent with the proactive nature and intention to divert first responder and emergency room involvement unless absolutely necessary.</p>
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<p><b>PROGRAM PARTNERS:</b></p>	<p>First Call for Chittenden County (FCCC), Committee on Temporary Shelter (COTS), Harbor Place, 211, University of Vermont Medical Center and Emergency Department, Burlington Housing Authority (BHA), Winooski Housing Authority (WHA), Champlain Housing Trust (CHT), local police departments, Vermont Coalition to End Homelessness, Low-Barrier Shelter (formerly the warming shelter), Economic Services Division (ESD), STEPS to End Violence, Champlain Valley Office of Economic Opportunity (CVOEO), Chittenden County Transportation Authority (CCTA).</p>
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Community Development Department

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

Office: (802) 878-6950  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Evan Teich, Unified Manager, Trustees  
**FROM:** Robin Pierce, Community Development Director  
**DATE:** March 10, 2020  
**SUBJECT:** Village Center Development.

The issue is whether the Trustees wish to know about development in the Village Center District.

### **Discussion**

New Buildings: The proposed building with a parking garage at 11 Park St. was approved by the Planning Commission on February 20<sup>th</sup>. The developer plans to get a demolition permit for the existing buildings on the site as soon as possible.

Work has started on the 3 Maple Street building. An elongated State review process meant a longer lead time for this building.

Connector Road: The project continues to move forward. Bids for the rail crossing work which includes the new crossing for the Connector Road and an upgrade to all existing crossing in the Village Center District came in over budget. We have been working with G&W, NECR and VTrans to streamline the overage.

Land Acquisition: The closing for the front portion of 1 Main Street is scheduled for March 12<sup>th</sup> at the Village attorney's office. We have begun discussions with the Vermont Nursery and Landscape Association, who did the work on the Habitat property on Park Street pro bono, to work with the Village on this new park. The organization may discuss this idea at their March meeting. If this idea moves forward a donation from the Village to the organization may be appropriate and should be discussed by the Trustees at a future date.

### **Cost**

There is one confirmed cost item for the Village in this memo, the purchase of 1 Main Street, which is \$60,000 plus associated costs for survey, deed, etc.

### **Recommendation**

This is an information only memo.

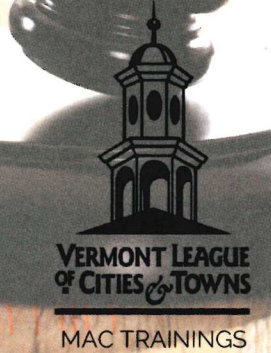


# ARE YOU A NEW OR RETURNING SELECTBOARD MEMBER?

  
**REGISTER + SEE  
DETAILED AGENDAS**  
[vlct.org/  
training](http://vlct.org/training)

## Selectboard Training in Three Locations!

Whether you only have time for the essentials or want a complete 101, newly elected and returning selectboard members have several options for getting the core training you need.



## SPRING SELECTBOARD INSTITUTE

Capitol Plaza Hotel, Montpelier  
SAT, MARCH 21, 2020 | 8:30 AM - 3 PM  
\$68 PACIF Members | \$98 VLCT

From an overview of roles and responsibilities to guidance for complying with specific municipal laws, you'll learn the basics every selectboard member needs to know in this full-day, in-depth training.

## TRANSPARENCY ESSENTIALS

Woodstock Town Office  
THU, MARCH 26, 2020 | 12:30 - 3:30 PM  
Middlebury Town Office  
WED, APRIL 1, 2020 | 12:30 - 3:30 PM  
\$38 PACIF Members | \$58 VLCT

Learn more about laws requiring transparency and access to government also known as "Sunshine Laws," in one of these convenient half-day sessions.

**Questions?** Email [info@vlct.org](mailto:info@vlct.org)

## Selectboard Institute



Saturday, March 21, 2020 8:30 am to 3:00 pm

**Event Location:**

Capitol Plaza  
100 State Street  
05602 Montpelier , VT  
See map: [Google Maps](#) [1]

**Cost:**

Early Bird: \$68.00 PACIF Members; \$98.00 VLCT Members; Add \$10.00 after the registration deadline.

## Event Coordinator

Lisa Goodell, Conference Coordinator  
(802) 229-9111  
[info@vlct.org](mailto:info@vlct.org) [2]

**Registration Deadline:**

Friday, March 13, 2020  
[Register for this event](#) [3]

## Description:

This annual workshop provides new and returning selectboard members with the essential knowledge they need to effectively, and legally, manage the affairs of their town. Speakers will be focusing on the fundamentals of municipal governance and issues facing selectboards. We will also provide an overview of the municipal-VLCT relationship and membership benefits, legislative updates from the VLCT Advocacy team, and an update from the insurance trusts for PACIF & VERB members. Topics may include municipal organization, essentials of municipal law, running effective meetings, managing the town budget, effects of recent legislation, and municipal liability risk mitigation.

## Agenda:

**8:15 Registration Opens** - Visit display tables and enjoy a light breakfast.

**8:55 Welcome and Overview**

**Maura Carroll, Executive Director, VLCT and Abby Friedman, Director, VLCT Municipal Assistance Center**

**9:05 Selectboard Roles and Responsibilities**

In this session, Municipal Assistance Center attorneys will provide a broad overview of the legal authority of the selectboard as well as its statutory duties. Topics will include Dillon's Rule; the selectboard's roles and responsibilities; and the relationship between the selectboard, town employees, and other elected and appointed officers.

**Garrett Baxter, Senior Staff Attorney, VLCT Municipal Assistance Center**

**10:00 Break and Visit Display Tables**

**10:15 Breakout Sessions (select one):**

**1. How Are Your Roads? Technology, Training, Networking, Safety, and Compliance**

Vermont Local Roads Branch Manager Stu Johnson will explain how Vermont Local Roads can help towns and road crews be more efficient and keep safe while complying with rules and regulations. The wide-ranging discussion may include new equipment, materials, technology, techniques, compliance, public and human relations, the Municipal Roads General Permit, and capital planning.

**Stu Johnson, Branch Manager, Vermont Local Roads Program, Agency of Transportation**

**2. Statewide Purchasing and Contracting Opportunities**

Municipalities are eligible to use statewide contracts and pricing for goods and services through the state Office of Purchasing and Contracting. Learn how to access and use the services and contracts of OPC as well as their free resources and purchasing assistance.

**Trevor Lewis, State Contract Procurement Administrator, Vermont Office of Purchasing and Contracting, Department of Buildings and General Services**

**11:00 Risk Management Services Overview and Updates**  
**Joe Damiata, Director, VLCT Risk Management Services**

**11:15 Let the Sunshine In: Transparency and Openness in Local Government**  
Laws requiring openness and access to government are called “Sunshine Laws.” In Vermont, matters of local government frequently invoke the Open Meeting Law, the Public Records Act, and conflicts of interest requirements, often simultaneously. In this session, we will summarize each of these three areas of law and the legal obligations they create for selectboards.  
**Garrett Baxter, Senior Staff Attorney, VLCT Municipal Assistance Center**  
**Carl Andeer, Staff Attorney II, VLCT Municipal Assistance Center**  
**Susan Senning, Staff Attorney I, VLCT Municipal Assistance Center**

**12:15 Lunch (provided) with Legislative Update by Karen Horn, VLCT Director of Public Policy and Advocacy, and Visit Display Tables**

**1:15 Effective Communication and Effective Meetings**  
Selectboards must comply with the Open Meeting Law whenever they discuss and take action on town business. Engaging in civil discourse while discussing policy differences and controversial topics with each other and members of the public can be challenging. This session will review strategies for working through tough conversations to reach agreements while meeting legal requirements. We will also review best practices for managing and resolving conflicts and discuss options when resolution is clearly not attainable.  
**Paul Dickin, MEd, CEO and Senior Consultant, Cope & Associates, Inc.**  
**Susan Senning, Staff Attorney I, VLCT Municipal Assistance Center**

## **2:15 Afternoon Breakout Sessions (select one)**

### **1. How Can Selectboards Get It All Done? Meet Town Managers and Administrators**

Town government operations continue to grow more complex alongside state and federal legal requirements. Some towns have adopted the town manager form of government or hired town administrators to help manage day-to-day operations so selectboards can focus on policy decisions. This session will describe the legal differences between town managers and administrators and town officials will share best practices for working together to accomplish town business.

**Billy Adams, Selectboard Member, Town of Stowe**

**Carl Andeer, Staff Attorney II, VLCT Municipal Assistance Center**

**George Putnam, Selectboard Member, Town of Cambridge**

**Charles Safford, Town Manager, Town of Stowe**

### **2. Emergency Management - Keeping Essential Services and Operations Running During a Disaster**

Having planning and preparedness strategies in place are essential for effective emergency response and mitigation. In this session, Vermont Emergency Management will discuss business continuity strategies to maintain essential services and operations during various types of emergencies. They will also talk about identifying essential functions, physical and electronic business processes, asset protection, and supports for maintaining essential operations.

**Emily Harris, Interim Engagement Section Chief, Vermont Emergency Management, Department of Public Safety**

## **3:00 Visit Display Tables and Complete Evaluations**

## **3:30 Conclusion**

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### **Links**

[1] <http://maps.google.com?q=100+State+Street%2C+Montpelier%2C+VT%2C+05602%2C+us>




[2] <mailto:info@vlct.org>

[3] <https://www.vlct.org/training-event-registration>



# MEETING SCHEDULES

03/06/2020

<b>TOWN SELECTBOARD MEETINGS</b> 	<b>VILLAGE TRUSTEES MEETINGS</b> 	<b>JOINT MEETINGS</b> 
<b>March 10, 2020—6:30 PM</b>	VB Regular	
<b>March 16, 2020—7:00 PM</b>	SB Regular	
<b>March 24, 2020—6:30 PM</b>	VB Regular	
<b>March 24, 2020—7:15 PM</b>	JT Special, 2 Lincoln	
<b>April 1, 2020—7:00 PM</b>	Essex Junction Community Supper at 6:00; Annual Meeting at 7:00	
<b>April 6, 2020—7:00 PM</b>	SB Regular	
<b>April 6, 2020—7:45 PM</b>	JT Special, 81 Main	
<b>April 14, 2020—7:00 AM to 7:00 PM</b>	Essex Junction Voting	
<b>April 14, 2020—6:30 PM</b>	VB Regular	

# March 2020

SB = Town Selectboard  
 VB = Village Board of Trustees  
 JT = Joint Meeting of SB and VB



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Town Community Dinner 6:30 PM Annual Mtg 7:30 PM	3 Town Voting 7:00 AM to 7:00 PM	4	5 JT Governance Sub 7:00 PM, 2 Lincoln St.	6	7
8	9	10 VB Regular 6:30 PM	11	12	13	14
15	16 SB Regular 7:00 PM	17	18	19	20	21
22	23	24 VB Regular 6:30 PM JT Special 7:15 PM	25	26 JT Governance Sub 7:00 PM, 2 Lincoln St.	27	28
29	30	31	1	2	3	4
5	6	Notes				

# April 2020

SB = Town Selectboard  
 VB = Village Board of Trustees  
 JT = Joint Meeting of SB and VB



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	<b>1</b> Village Community Supper 6:00 PM Village Annual Mtg 7:00 PM	2	3	4
5	<b>6</b> SB Regular 7:00 PM JT Special 7:45 PM	7	8	9	10	11
12	13	<b>14</b> Village Voting 7:00 AM to 7:00 PM VB Regular 6:30 PM	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	Notes				